

## **COMMUNITY OPERATIONS**

### **USE OF COMMUNITY FACILITIES**

#### **Arts and Crafts Festival**

An annual Arts and Crafts Festival is authorized to be held in one of the clubhouses on a Friday and Saturday in November. The Festival shall be open from 9:00 am to 3:00 pm on Friday, and from 9:00 am to 2:00 pm on Saturday, with the understanding that booths are to remain open until closing time unless sold out or by permission of the Recreation Manager.

1. Operations of the Festival will be under the direction and administration of the Recreation Manager.
2. The Recreation Manager is authorized to publish detailed rules and regulations for the operation of the Festival. These rules and regulations shall include a formal "Seller's Statement" form. (See Policy 1482-50)
3. All income from the Festival shall be treated as miscellaneous income of the Recreation Department and deposited in the account of the Golden Rain Foundation (GRF) upon receipt.
4. The Recreation Department will submit a report of the Festival activities to the Recreation Committee at the close of the Festival.

#### **Arts and Crafts Festival Regulations**

1. All items for sale at the Festival must have been made by the seller. Manufactured articles are prohibited.
2. Each seller is required to be a member of GRF, co-occupant, and co-occupant or a renter in Mutual Seventeen.
3. Sign-ups and table selection shall be made on a first-come, first-serve basis at a scheduled meeting in Clubhouse Two (2) prior to opening day. The time and place of the sign-ups and table selection shall be published in the LW Weekly. Table requests made after the sign-up day will be processed in the Recreation Office. All fees are payable at the time of reservation.
4. Exchanging assigned tables between sellers will not be permitted without approval of the Recreation Manager.
5. The charge to sellers for tables will be determined by the Recreation Manager and approve by the Recreation Committee.
6. All sellers shall turn in the total amount of their sales, whether their product is taxable or non-taxable.

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7. Sellers of taxable items shall be required to turn in their sales tax in the envelope provided for that purpose. **State law requires that this tax be paid.**
8. In order to avoid misunderstanding, each individual or group who sells items at the Festival shall be required to sign a statement whereby they agree to comply with the rules that apply to sellers. (See Policy 1482-50.)
9. The Recreation Manager shall be authorized to hire workers to perform necessary labor for the Festival.

#### **Policy:**

Adopted: 16 May 72  
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**GOLDEN RAIN FOUNDATION**  
**Seal Beach, California**