

EXHIBITOR APPLICATION

Artist _____
Name(s) (No Business Names please) Artist must be present for duration of show.

Address: _____

City: _____ State _____ Zip _____

Email _____

Phone () _____

Craft Medium _____

Short Description of Work _____

Booth Reservation SIZE & FEE:

Standard (10'x10') \$60.00 until 03/31
\$75.00 after 03/31

Double (10'x20') \$120.00

Please contact us if you need a booth larger than 10'x20'

Do you need Handicap parking?

YES
 NO

Have you included your 3 photos?

Make your check payable to: **AITP/Willow Oak**

Contract:

I agree that Willow Oak Center for Arts & Learning as well as Springfield Parks and Recreation will not be held liable for the loss, theft, or damage to any goods, personal property, or for injury to persons or property within the area of the booth leased by me. I expressly agree to be responsible to keep the area within the booth free of debris, obstructions, or other hazards which might result in injury to the public. I understand that by signing this contract, I have read and understand all "standards" and "rules" of Art in the Park and agree to abide by such while participating in this event. I understand that this application creates a contract between the Willow Oak Arts & Learning and me, and that a breach of that contract will result in the loss of fee and future exhibiting privileges.

Exhibitor signature _____ Date _____

Remove this page and mail to:

Art in the Park
c/o Willow Oak
PO Box 236
Springfield, TN 37172

10th Annual



Arts & Crafts Event

Saturday

September 29, 2018

10am until 4pm

Travis Price Park

Springfield, Tennessee

For more information, contact:

Jay Swafford, Event Director

jaypswafford@gmail.com
(615) 384-4121

or visit

www.facebook.com/willowoakaitp

ELIGIBILITY AND JURYING

1. All work exhibited and sold must be original and must be designed and constructed by the exhibiting artist. Absolutely NO sale or resale of commercial or manufactured items will be permitted. Any exhibitor whose work is challenged as to its authenticity will be required to prove it was made by their own means before being allowed to apply for future events.
2. Selection will be made on the basis of three recent photos representative of the artist's or craftsman's work. Print your name clearly on each photo or label them. Photos will become the property of AITP and Willow Oak Center for Arts & Learning, they will not be returned. Booth fees will be returned to non-accepted applicants. *(If you have participated in one of our previous Art in the Park events and are invited back, you are considered to be pre-approved and not required to submit photos of your work. In cases where you will be selling a different type/medium of work, you will be required to submit photos for review of this new work.)*
3. Jurying will be based on the photos and description of the work on the application and will be judged on quality, creativity and originality. All decisions of the panel are final.

EXHIBITOR SPACE AND FEES

Booth locations will be available on a priority basis to returning exhibitors as long as applications are received by the July 31, 2016 deadline. All other booth spaces will be available on a first-come/first-serve basis. Every effort is made to place exhibitors in non-competing locations.

Standard booth spaces are approximately 10'x10' and do not include any chairs and tables, etc. It's only 10'x10' of earth below your feet. You will be required to provide a 10' x 10' "instant-up" style canopy, with a cover for each 10' wide section of space.

Any exhibitor that does not meet this requirement at set-up will be asked to leave.

Booth Fee are as follows:

Standard Booth (10'x10')

\$60.00 until 03/31 \$75.00 04/01 - 09/01

Double Booth (10'x20')

\$120.00

Make Checks Payable to AITP/Willow Oak

REFUND POLICY

Booth fees for accepted exhibitors will not be refunded for any reason.

ACCEPTABLE WORK

We only accept high quality, hand crafted work in the traditional fine craft media of clay, wood, baskets, metal, botanicals, iron works, jewelry, paintings, glass, and fiber. Fine art objects including sculpture and two dimensional painting and photography are also accepted. The majority of the work must be produced entirely by the hands of the exhibiting artist. Exhibitors may only sell work that has been approved by the panel in regard to media type.

Food items and other consumable products are not considered art objects and therefore may not be sold. Only professional food vendors will be approved for the "food court" area of Art in the Park.

Any work which is judged to not be in compliance with the rules or standards will be removed from display and may not be sold at the show.

2018 CALENDAR

January 1 - March 31, 2018

Applications available and mailed to pre-approved exhibitors,
Early Bird Special - \$60
(Normal booth fee from 04/01 - 09/01 is \$75)

September 1, 2018

Application DEADLINE

Applicants will receive a notice of acceptance by phone, mail or email as soon as their application is reviewed and acceptance is determined.

DAY of EVENT

- **Set-up - 7am to 9:30am**
(All exhibitors MUST be ready for business at 9:30am)
- **Event - 10am to 4:00pm**
(NO early tear down, #3 under STANDARDS)

APPLICATION CHECK LIST

- Booth Fee, Check made out to AITP/Willow Oak
- 3 photos of current work, w/ your name clearly marked (unless pre-approved)
- You have read all sections of this mailer and understand the standards and rules
- Completed and signed application

STANDARDS

1. The artist or craftsperson that designed the work must personally attend their booth during show hours. *If the work is signed or the artist's name appears on a hang-tag, that individual is required to be at the show.* Any person or persons working in the booth must be relatively neat in appearance and clothing must adhere to the provisions in line 5 below. You are required to bring any materials needed for your booth, such as chairs, tables, displays, etc.
2. A 10' x 10' "instant up" style canopy is required for each 10' wide section of space. Exhibitors will also be required to be prepared for inclement weather by securing their canopy to the ground with stakes through the feet of the canopy or weighted to eliminate the possibility of the canopy toppling in moderate to heavy wind. All vendor booths should be attractive from all sides and not distract from neighboring booths.
3. Booths are required to be in place until at least 4:01pm the day of the show. Any exhibitor tearing down early will not be allowed to participate in any future Art in the Park events. Art in the Park is rain or shine. In the case of an emergency or hazardous weather conditions, the Art in the Park organizers will make a determination on tear down requirements at that time.
4. Booths, the area behind and around them are to remain clean and free of garbage.
5. Art in the Park is a family event. All articles of clothing must be what a reasonable person would consider in good taste with no reference to race, ethnic, gender or religious prejudice. No items that a reasonable person would consider obscene will be allowed. Art in the Park organizers will make the final judgements.
6. Alcoholic beverages and illegal drugs are prohibited.
7. Vendors must park in areas designated by Art in the Park organizers. Unloading and loading will be allowed at or near your booth location during set-up and tear down hours ONLY (weather permitting). Handicap Parking will be made available, but you must have the applicable tag.
8. Exhibitors are responsible for collecting and reporting their own sales tax.
9. Approved Food vendors will be required to have a trailer or 10'x10' canopy covering their food sales and prep area.