



# 2010 LARAC ART FESTIVALS

## APPLICATION, GUIDELINES & POLICIES

**APPLICATION POSTMARK DEADLINE : February 12, 2010**

{If applying for both Spring and Fall Festivals }

*Extention!*

**FALL ONLY APPLICATION POSTMARK DEADLINE : August 20, 2010**

**39th Annual June Arts Festival: June 12-13, 2010**

**Glens Falls City Park, Glens Falls, New York**

Juried fine art and craft show.

First major outdoor summer event in the region, drawing crowds of over 20,000.

Food concessions, family activities, live music.

Free; Open to the Public 10 am - 5 pm Saturday and Sunday; Rain or Shine.

**28th Annual Fall Arts Festival: November 6-7, 2010**

**Queensbury, New York**

Juried fine art and craft show.

Well-established, pre-holiday shopping event. Admission \$4/under 12 free.

Saturday, 10 am - 5 pm; Sunday, 10 am - 4 pm

**Both festivals promoted extensively: Newspaper ads, Press Releases and Feature stories in local and regional publications; Radio and T.V. Advertising, live interviews and appearances; Flyers; Spring: 20-page Program Guide distributed in 34,000 newspapers June 11th; Fall: Full-page program guide printed in local weekly newspaper circ. 25,000 November 4th.**

### GUIDELINES & POLICIES

The LARAC Art Festival Guidelines & Policies are strictly enforced. A full listing of our guidelines and policies is available by request or on our website: [www.LARAC.org](http://www.LARAC.org). A SUMMARY of the LARAC guidelines and standards is as follows:

#### **JURYING:**

Jurying for both the Spring and Fall Festivals is done by panels of experts from each category who see only exhibitors' CDs or photographs. Supply invoices may be requested by jury panel for further verification of handcrafting. LARAC staff will sit in with jurors and provide additional information from the application. **LARAC MEMBERS:** Exhibitors who jury into the show for three (3) years consecutively, will be admitted without jurying, for the following three years, providing they keep the quality of their product high, and maintain current membership status of LARAC. Application will still be required each year, along with a reduced application fee of \$5. Stringent monitoring for quality of product will be enforced during each show.

#### **LATE APPLICATIONS:**

Applications placed and received AFTER the postmark deadlines will be assessed an additional **\$15 handling fee**.

#### **NOTIFICATION of PARTICIPATION IN LARAC FESTIVALS:**

Notification of participation in LARAC 2010 June Festival is made by March 26th. If applied for both festivals at first deadline, consider an acceptance to be for both festivals. Notification of participation in LARAC 2010 Fall Festival is made by August 27, 2010.

#### **ELIGIBILITY:**

LARAC Festivals are open to all fine art and craft artists with no geographic or membership restrictions.

### **ARTIST ON SITE**

LARAC requires the artist/craftsperson who actually created the work to be on site at all festivals. No agents, dealers, or representatives may attend in place of the artist. Photo ID may be required to assure compliance with this policy. **\*\*Commercial studios involved in volume production are not eligible for participation.\*\***

### **STANDARDS:**

1. All work displayed for sale must be of the artist's original design and handcrafted/executed by the artist/exhibitor.
2. Work should demonstrate skill and mastery of the medium.
3. Traditional crafts should be historically correct and well executed.
4. Reproductions of original work must involve handwork or direct supervision by the artist.
5. The following are **NOT ACCEPTABLE**: Embellished items; Decoupage on manufactured items; Direct Buy/Resell items; Objects made from commercial kits, molds, or patterns; Imported or manufactured goods. **SUPPLY INVOICES MAY BE REQUIRED IF JURY MEMBERS NEED FURTHER VERIFICATION OF HANDCRAFTING !!!**

### ***IMPORTANT, PLEASE READ: NON-SCREENED WORK***

Art or craft, which was not included in the original jurying and is brought to the show, must be of the EXACT SAME caliber and quality as the work that was juried. DURING or AFTER booth set-up, LARAC reserves the right to require the removal of any work not consistent with the juried work. If vendor does not comply, LARAC reserves the right to require removal of vendor and his/her booth entirely from the show.

### **ACCEPTANCE POLICY**

Once accepted into the festival, you will be invoiced for the booth fee balance due. If applied for both festivals, you will be invoiced for both balances due, but must pay at least the June balance due by June deadline.

SPRING Booth Balance in FULL is due by: **APRIL 30, 2010**

FALL Booth Balance in FULL is due by: **October 1, 2010**

### **CANCELLATION POLICY**

Cancellations after the final cancellation date, whether cancelled by the vendor, or by LARAC in the event of booth non-payment, do not receive any refund of any kind.

SPRING Booth Final Cancellation Date: **MAY 14, 2010**

FALL Booth Final Cancellation Date: **October 15, 2010**

### **TAX IDENTIFICATION REQUIRED ON APPLICATION**

All Exhibitors must have a NYS Sales Tax number clearly visible in their booth and collect applicable NYS Sales Tax (7% general merchandise and 3% clothing). To obtain a Sales Tax ID #, log onto: [www.nys-permits.org](http://www.nys-permits.org). To send for an application, contact NYS Dept. of Taxation & Finance - Sales Tax Unit, WA Harriman Campus, Albany, NY 12227-0155; calls within NYS: 800-225-5829; calls outside NYS: 518-485-6800.

### **SECURITY and LIABILITY**

LARAC's June Art Festival is held in a city park next to the police station; however, the liability of all goods left overnight rests with the exhibitor. As sponsors of the LARAC June Arts Festival, Lower Adirondack Regional Arts Council (LARAC), and also the City of Glens Falls, are not responsible for injury or damage to persons or property caused by items for sale or display at the LARAC June Arts Festival. Further, any injury or damage to persons or property caused by items for sale or display at LARAC June Arts Festival is the sole responsibility of the exhibitor. Property owners, agents, and craft show producers shall be held blameless from any liability thereof. Further Certificate of Insurance will be required from each accepted vendor.

LARAC's Fall Art Festival is held in a secured indoor location; however, the liability of all goods left overnight rests with the exhibitor. As sponsors of the LARAC Fall Arts Festival, Lower Adirondack Regional Arts Council (LARAC), and also the Adirondack Sports Complex, are not responsible for injury or damage to persons or property caused by items for sale or display at the LARAC Fall Arts Festival. Further, any injury or damage to persons or property caused by items for sale or display at LARAC Fall Arts Festival is the sole responsibility of the exhibitor. Property owners, agents, and craft show producers shall be held blameless from any liability thereof. Further Certificate of Insurance will be required from each accepted vendor.



## VI. BOOTH INFORMATION:

*Note: Most booths have very limited storage space alongside or behind them. There is NO electricity at the June Festival. The June Festival is Rain or Shine. Please provide cover for yourself!!  
Your entire booth/tarp must fit inside the designated area.*

### JUNE Booth Information:

- |                                                           |       |                                                                                                                                          |
|-----------------------------------------------------------|-------|------------------------------------------------------------------------------------------------------------------------------------------|
| a.- 10x10G (located on an interior aisle of grass)        | \$245 | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| b.- 10x10S (located with one selling side along sidewalk) | \$270 |                                                                                                                                          |
| c.- 20x10G (located on an interior aisle of grass)        | \$495 |                                                                                                                                          |
| d.- 20x10S (located with one selling side along sidewalk) | \$520 |                                                                                                                                          |
| e.- Corner Spot Request ... first come, first serve       | \$ 25 |                                                                                                                                          |

Depending on overall layout, we may not be able to accommodate a corner space; in which case we will refund your \$25 prior to the show.

**REQUEST FOR  
SAME BOOTH  
as PRIOR YEAR:**

(Booth will be granted to the first depositor for that booth #.)

#

(June Booth # Requested)

### FALL Booth Information:

- |                 |       |                                                                                  |
|-----------------|-------|----------------------------------------------------------------------------------|
| a.- 10x10       | \$225 | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| b.- 10x20       | \$400 |                                                                                  |
| c.- Electricity | \$ 25 |                                                                                  |

**REQUEST FOR  
SAME BOOTH as  
PRIOR YEAR:**

(Booth will be granted to the first depositor for that booth #.)

#

(Fall Booth # Requested)

## VII. PAYMENT OPTIONS & FESTIVAL AGREEMENT

Application Fees	Amount	Payment
<b>Jury Fee - \$15 per show (or \$25 if applying for both shows. **)</b>	\$15.00/\$25.00	\$
<b>Late Fee</b> (if received <u>after</u> postmark deadline)	\$15.00	\$
<b>Booth Deposit - per show</b>	\$50.00	\$

\*\* LARAC Members pay \$10 Jury Fee for one Festival/ \$15 Jury Fee for both Festivals. Also, LARAC Members Jury Fees are good for 3 years, but members must still submit annual work samples to prove workmanship quality standards have remained.

Check \_\_\_ Money Order \_\_\_ MasterCard \_\_\_ Visa \_\_\_  
(Payable to LARAC)

Card # \_\_\_\_\_

Exp. Date (Mo. \_\_\_\_\_ Yr. \_\_\_\_\_) V-Code \_\_\_\_\_

Signature: \_\_\_\_\_

By signing, I am stating that I have read and agree to comply with the LARAC Festivals GUIDELINES AND POLICIES. I understand that jury fees are non-refundable. The booth deposit will be returned if I am not accepted. As the creating artist, I agree to be present and on site for the duration of each LARAC FESTIVAL. I also agree to security and liability terms and conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## VIII. CHECKLIST: before mailing, be sure that you have included:

- \_\_\_ Three images (CD preferred) of work, and an image of workshop/works of art in progress requested.
- \_\_\_ Two Samples (Food items, Soaps, Lotions, and Candles)
- \_\_\_ Completed Application (Sections I-VIII including payment information)
- \_\_\_ Payment (includes application jury fee, booth deposit of \$50, & late fee if applicable)