



# LARAC

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## LARAC's Locals 40 under 40 APPLICATION + GUIDELINES + POLICIES

7 LAPHAM PL, GLENS FALLS, NY 12801

WWW.LARAC.ORG / FB: lara.arts / INSTA: lara\_arts

CONTACT: PHIL CASABONA festivals@larac.org or 518.798.1144 x2

GALLERY + SHOP HOURS: Mon-Sat from 10a-3p + Thurs. until 6p

### GUIDELINES & POLICIES

The LARAC Art Festival Guidelines & Policies are strictly enforced. A full listing of our guidelines and policies are 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 our Inaugural *LARAC'S LOCALS 40 under 40* is done by LARAC's staff and board of trustees. The jury process will be based on exhibitor's submitted photographs.

#### NOTIFICATION OF PARTICIPATION IN LARAC FESTIVALS:

Notification on applications received prior July 21st will be made no later than July 22<sup>nd</sup>. All applications received after July 21<sup>st</sup> will be notified as soon as possible.

#### ELIGIBILITY:

LARAC Festivals are open to all fine art and craft artists who are under the age of 40. We are putting a focus on artists within Warren and Washington County, however there is no geographic or membership restrictions.

#### SHOW INFORMATION:

LARAC's Locals: 40 under 40  
SATURDAY, August 5<sup>th</sup>, 10 – 5p  
City Park, Downtown Glens Falls, NY

- + Advertising, live interviews, and appearances
- + Also, with food concessions and live music.
- + Free; Open to the Public **10 am - 5pm Saturday, August 5<sup>th</sup>**. Rain or Shine.

## ARTIST ON SITE:

LARAC requires the artist/craftsperson who 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. **Artist with art forms eligible for demonstration are encouraged to participate. LARAC will create promotion as well as grant extra space when applicable on behalf of demonstrations.**

## STANDARDS:

1. All work displayed for sale must be of the artist's original design and handcrafted/executed by the artist/exhibitor.
2. Reproductions of original work must involve handwork or direct supervision by the artist.

The following are NOT ACCEPTABLE: Embellished items; Decoupage on manufactured items 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.

## BALANCE POLICY

Once accepted into the festival, you will be invoiced for the booth fee balance due.

## 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.

Booth Final Cancellation Date: August 1

## TAX IDENTIFICATION REQUIRED ON APPLICATION

All Exhibitors should 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 & LIABILITY

LARAC Locals: 40 under 40 is held in a city park next to the police station; however, the liability of all goods rests with the exhibitor. As sponsors of the LARAC June Arts Festival, Lower Adirondack Regional Arts Council (LARAC), 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.

# 2023 LARAC FESTIVALS

## APPLICATION

### STEP 1: FILL OUT INFORMATION

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NAME

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BUSINESS NAME

---

STREET

---

CITY

STATE

ZIPCODE

---

EMAIL

---

PHONE

---

WEBSITE

---

SOCIAL MEDIA (INSTAGRAM/FACEBOOK/TWITTER)

---

NYS TAX ID OR SS#

---

CATEGORY/TYPE

---

PRICE RANGE FOR YOUR WORK

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LARAC MEMBER YES NO

### STEP 2: WORK DESCRIPTION

**NOTE:** Jurying of your work is based on the IMAGES you submit and the DESCRIPTION below. By signing this application, if you are accepted, you give LARAC permission to use your images to promote the Festival.

**FOOD, SOAPS, LOTIONS** and **CANDLE APPLICANTS** must submit TWO samples plus description of ingredients/processes.

**ART & CRAFT APPLICANTS** must submit

- A. 3 – 5 high quality images to [festivals@larac.org](mailto:festivals@larac.org)
- B. Include product and process images
- C. Describe your work and process below.

### STEP 3: CATEGORY (CIRCLE ONE)

+ Ceramics/Pottery + Decorative Painting + Graphics/Illustration + Fabric/Fiber + Floral + Glass  
+ Jewelry + Leather + Metalwork + Mixed Media + Painting + Paper + Pastel + Photography  
+ Soaps/Lotions + Sculpture + Culinary Arts + Wood + Miscellaneous (doesn't fit into category above)

## STEP 4: DESCRIPTION OF YOUR WORK

Use the space below to describe your body of work in detail. Please include:

- + Materials, techniques and processes you use
  - + Are your designs original, i.e. created by you?
  - + What, if any, part of your work is made or manufactured by someone other than yourself?
- 
- 

## STEP 5: BOOTH INFORMATION

Note: This Festival is Rain or Shine. Please provide cover for yourself. Your entire booth/tarp must fit inside the designated area.

### BOOTH SELECTION

\_\_\_ OPTION 1: 10x10 (\$50 )

\_\_\_ OPTION 2: 10x20 (\$100 )

\_\_\_ ADDITIONAL OPTION: CORNER SPOT

This is a first come, first serve option. Depending on overall layout, we may not be able to accommodate a corner space

ARTIST OR ARTIST REP SIGNATURE:

DATE

## STEP 6: PAYMENT OPTIONS & FESTIVAL AGREEMENT

CHECK (PAYABLE TO LARAC)

MASTERCARD  
VISA  
AMERICAN EXPRESS

NAME ON CARD: -

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CARD NUMBER:

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EXP DATE:        /        CID#:

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.

