

## Eligibility & Entering

The "Park Your Art" Committee welcomes all artists in any fine art or fine craft medium exhibiting his or her own handmade work of art. The show is juried by local committees to maintain high quality and balance of arts and crafts.

The following items are NOT eligible for sale as arts and crafts items at the Arts Picnic.

- Commercially manufactured items that are not significantly altered
- Imported items
- Resale items
- Kits
- Ceramics cast from a commercial mold.

A piece may incorporate some commercially produced parts, but the design and execution of the work must be the product of the exhibiting artist's skill. Alteration and enhancement by the craftsperson and the handcrafted components must dominate the commercial components. Other factors in the jury process are price justification and artists featuring a specific media, NOT a variety booth.

Prior participation in the Arts Picnic does not guarantee acceptance into this or future shows. Because of the large number of applications processed, no conversation will be entered into regarding the decision of the jury. All decisions are final!

Work on display after the opening of the Arts Picnic will be reviewed by the committee. Any participant whose display includes work that is not consistent with the work submitted for jurying will be required to withdraw the work in question from the show without refund of booth fees.

Artists must submit three 35mm slides, photographs, or a CD in JPEG format illustrating the quality and type of work to be sold. Odd sized slides or glass or metal slides cannot be considered. A slide or photo of your display booth as it appears with your artwork would be helpful, but is not mandatory. Each slide must indicate the top of the work indicated with an arrow and include the artist's name, address and phone number. Extra effort to obtain quality slides or photos could affect entrance into the show. In addition to slides or photographs, applicants are encouraged to enclose any information about their work, techniques, etc. that may assist the jury in their decision, or a current resume/ biography.

## Sales

State and local taxes must be charged and a record of your total sales must be kept. Arts Picnic will furnish tax charts. The City of Greeley MUST collect BOTH city and state tax from each Arts Picnic participant. A completed tax form and taxes will be collected for both days beginning at 3pm, Sunday, July 25.

## Important Dates

April 26	Application deadline
May 24-28	Confirmation letters with booth assignments mailed.
July 23	Early vendor check-in 4 - 7pm (Information packets and tax charts will be distributed)
July 24	Check-in begins at 7am. (Information packets and tax charts will be distributed)
July 24	Arts Picnic 9am - 5pm
July 25	Arts Picnic 9am - 4pm

## Fees

Application must be accompanied by two checks (money orders are also acceptable) made payable to the Arts Picnic; one check for the booth fee of \$90, and one check for the processing fee of \$10. Those not accepted will receive their \$90 check with their slides, photos or CD. The \$10 processing fee is non-refundable and deposited upon receipt. If you need a double space, send \$180 plus one \$10 processing fee. Upon acceptance by the jury, no booth space refunds will be made. In the event of an emergency, written requests for refunds will be considered at the discretion of the Arts Picnic.

## Exhibition Space

- All exhibitors must provide their own equipment, i.e. display, tables, chairs, etc.
- The artist must personally attend the booth both days. No stand-in exhibitors will be permitted without a written explanation submitted prior to the show.
- Double exhibit space (if available) may be purchased.
- Booth space may be shared if both artists are accepted. Applications must be submitted individually. A two person team producing a single product may qualify as a single exhibitor.
- Displays must be usable on a grassy surface.
- No one will be allowed to exhibit from a vehicle. Booth space is 10' x 10' and **all parts of the display must fit within the limits.**
- Arts Picnic is held outdoors, so we suggest suitable protection from the elements. There are a limited number of 10' x 10' canopies available for an additional \$50 per space. (Tops only - no sides attached.)
- Booths can be set up after 4pm, Friday, July 23. Booths should be set up no later than 8:30am on July 24 and 25. No early departures! Booth locations are determined by the "Park Your Art" Committee. You may not relocate your booth once it has been assigned. All decisions are final!
- Security will be provided in the park both Friday and Saturday nights. Booths may remain overnight but items should be removed from the park or secured in locked booths.
- Overnight camping is not allowed in the park or on the streets bordering the park. Additional information regarding camping and lodging will be included in the confirmation packet.
- Exhibitors shall agree to abide by Festival parking regulations. Lots are available for vendors to park vehicles and trailers in one block from the Arts Picnic.

## Application Checklist

- Complete application and sign.
- Submit slides, photographs or CD of current work.
- Enclose additional information about your work (optional).
- List medium (type of art or craft) on the front lower left of envelope.
- Enclose two checks or money orders: \$10 non-refundable processing and \$90 booth space fee (\$180 for double space). Send an additional \$50 check or money order if requesting a covered space. Do not send cash!
- Enclose a self-addressed stamped envelope (SASE) with adequate postage large enough for slides, photos, Cd and completed reistration material.
- Completed registration packet must be received in our office on or before Monday, April 26, 2010. Notification letters will be mailed out during the week of May 24, 2010. Booth fees, photos, slides, and CDs will be returned to non-accepted artists at this time.

**INCOMPLETE APPLICATION PACKETS WILL NOT BE ACCEPTED!**

**Mail Applications to:**  
**ARTS PICNIC**  
**Department of Leisure Services**  
**651 10th Avenue**  
**Greeley, CO 80631**

## Registration Form

Please type or print

Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Description of Vehicle \_\_\_\_\_

Make · Color \_\_\_\_\_

License Plate # \_\_\_\_\_

Please check:

- If available, I would like a covered space at a total of \$150 registration cost. (Includes \$10 processing fee. If canopy is unavailable, \$50 will be returned.)
- I will be providing my own cover for a 10' x 10' space at a total of \$100 registration cost. (Includes \$10 processing fee.)
- I am requesting electricity. (Limited amount available in the park).
- I would prefer not to be located next to a stage.

Media \_\_\_\_\_

Price Range \_\_\_\_\_

**Please describe the work to be displayed:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Risk and Liability

The undersigned hereby releases and agrees to hold harmless The City of Greeley, Arts Picnic and the Arts Picnic Steering Committee from any damage to undersigned's property or any personal injury which he/she or helpers may sustain while participating in Arts Picnic on July 24-25, 2010.

The City of Greeley reserves the right to cancel the Arts Picnic due to Acts of God, weather, or other unforeseen events that will jeopardize the health and safety of the public. There is no rain date!

Further, I agree to abide by the rules, policies and guidelines developed by the Arts Picnic Steering Committee and understand that failure to follow these regulations can mean expulsion from this year's festival or future festivals.

Arts Picnic does not carry insurance to cover your personal property. As an independant contractor you are advised to obtain your own insurance. I understand that I display and store my artwork at my own risk.

I also understand that failure to pay any part of the required sales taxes will result in permanent expulsion from Arts Picnic. By signing this form, applicant agrees to abide by all rules set forth in this application.

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