



festival 2012 Art Sales Tent Information & Application

festival 2012 is being held on June 1, 2, 3, 2012 in downtown Grand Rapids (*festival of the arts* is always held the first full weekend in June)

Artists applying for festival must meet the following criteria:

- Reside in one of the following Michigan counties: Allegan, Barry, Ionia, Kent, Montcalm, Muskegon, Newaygo or Ottawa
- Work **must be handcrafted by the artist**. Quality reproductions of artist's original work produced in limited editions (500 or less), individually signed and numbered and clearly labeled "Reproduction" or "Limited Reproduction" are permitted. All other works must be original in nature. No re-sales are allowed.

festival provides:

- Tents
- Electricity
- In-tent Overnight Security
- Cashiers
- Credit Card Acceptance
- Three-part sales book

Artists provide:

- Art Work
- Display tables, shelves, etc, and chairs
- Lights for individual booth, plus 100 feet of 12 gauge wire extension cord (recommend compact fluorescent for energy saving and less heat)

Logistics:

- festival Art Sales is located in two large tents on Calder Plaza in downtown Grand Rapids. There is space for up to 38 - 10' x 10' single booths
- Sales hours are:
Friday June 1, Noon to 9 p.m.
Saturday June 2, 10 a.m. to 9 p.m.
Sunday June 3, 10 a.m. to 5 p.m.
- Load-in:
Thursday, May 31; scheduled at assigned staggered times Thursday afternoon through early evening.
- Load-out:
Sunday, June 3, after the public has cleared Calder Plaza (may be as late as 8:00 p.m.; pack up may begin at 5:00 p.m. Sunday.)
- **Friday/Saturday Only Booths:** Load-in is Thursday, May 31, after 6:00 p.m., load-out late Saturday night.
- **Saturday/Sunday Only Booths:** Load-in is Saturday, June 2, at 7:00 a.m. and load-out Sunday, June 3, after the public has cleared Calder Plaza (may be as late as 7:00 p.m.); pack up may begin at 5:00 p.m. on Sunday, June 3.

Entries

- **Must be postmarked NO LATER THAN February 1, 2012.** Notification will be made no later than March 1, 2012.
- **Mail or deliver all materials to:**

festival 2012 Art Sales
c/o Gina Bivins
808 Carpenter Ave NW
Grand Rapids MI 49504

ALL entry submissions MUST include the following items:

1. Application
2. \$20 Non-refundable Jurying Fee
3. Photographs, preferably close-ups, representing the type of art you intend to sell. Work not represented at the time of jurying will NOT be permitted at festival. The jury reserves the right to exclude work submitted. You will be notified in writing which specific items or types of items to be excluded. Samples of work are acceptable for jurying. Photos may be submitted on a disc. (**Include a Self-Addressed-Stamped-Envelope if you want your photos returned.**)
4. Photograph of your booth or display area.
5. Artist's statement which tells us something about you. If accepted, this material may be used for festival publicity purposes.

Artist Payment, festival Commission, and Sales Tax information:

- All sales are made at cash registers staffed by festival representatives.
- Artists will receive their payment within two weeks following festival 2012.
- **festival retains an 11% commission** on all work sold. This covers the costs of those things provided by festival, a non-profit organization.
- Michigan Sales Tax of 6% will be added at the register as each sale is rung up. **Do not add sales tax to your price tags.**

Questions? Contact your friendly volunteer Art Sales Representative.....

Gina Bivins (evenings) 616-453-2211 or gina@vinecroft.com



festival 2012 Art Sales Tent Application

Due: No later than February 1, 2012

• **Artists must reside in one of the following Michigan counties: Allegan, Barry, Ionia, Kent, Montcalm, Muskegon, Newaygo or Ottawa**

PLEASE TYPE OR PRINT LEGIBLY:

Exhibitor Name(s): _____

Address: _____

City: _____ **Zip Code:** _____ **County:** _____

Daytime Phone: (____) _____ - _____ **Evening Phone:** (____) _____ - _____

E-mail: _____

Social Security or Federal ID # (No TR #s will be accepted): _____ - _____ - _____

Artist Medium: _____ **Price Range of Art:** \$ _____ to \$ _____

Description of Work: _____

Number of booths desired: _____

No artist will be allowed more than a double booth. A very limited number of double booths are available.

I would like a booth for:

_____ Friday, Saturday & Sunday

_____ Friday and Saturday only

_____ Saturday and Sunday only

Note: A very limited number of booths are available for Friday and Saturday only, or Saturday and Sunday only. Preference is given to artists requesting all three days. We will try to accommodate your request.

If this is a group/guild application, please fill out the following:

Name of Organization: _____

Number of members participating in booth: _____

(Please submit photographs that are representative of the work of ALL members participating.)

PLEASE ENCLOSE WITH YOUR APPLICATION:

1. \$20 non-refundable jurying fee

Check or money order only made payable to **festival of the arts**.

2. Photographs representing the type of art you intend to sell, preferably close-ups. Work not represented at the time of jurying will NOT be permitted at festival. The jury reserves the right to exclude work submitted. You will be notified in writing and/or by phone which specific items or types of items are to be excluded. Samples of work are acceptable for jurying. Photos may be submitted on disc. [\(Include a Self-Addressed-Stamped-Envelope if you want your photos returned.\)](#)

3. A photo of your booth or display area.

4. Tell us about yourself; an artist's statement, biography, photocopies of newspaper clippings, etc. If accepted, this material may be used for festival publicity.

Please keep a copy of your completed application for your records.