



Art and Crafts Booth Application

Please type or print legibly

The applicant must be Deaf, Hard of Hearing, Deafened, Deaf-Blind or Hearing affiliated with the Deaf Community and fluent in American Sign Language.

Complete this application and mail along with four (4) 4"x6" photographs (no slides or samples) of your artwork to:

Deaf Arts Festival
Attention: Monica Imielowski
PO Box 99038
Troy, Michigan 48099

Application packets must be received by May 1st, 2011

Applicant: _____ Contact Person: _____

Business name (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ VP: _____

E-mail Address: _____

Name of person in your booth other than yourself: _____

Please print the information, as you want it to appear on your booth identification sign:

Exhibitor's Name: _____

Please select from the following list the category that best describes your work:

Acrylics Pastels Metal Oils Watercolors Graphics Sculpture
 Wood Glass Photography Jewelry Leather Other: _____

Booth space requested (how many): _____ 10' width x 10' length x 10' height (\$50 each)

I understand that the Deaf Arts Festival Committee, Holley Family Village (Holley Institute), De Sales Center and their staff and volunteers will not be responsible for any lost, stolen, damaged materials and/or merchandise of mine. **I have read and fully understand and agree to comply with the rules and procedures included with this application. My signature on this application certifies that my artwork is not imported or manufactured and artwork is not made or crafted by another artist.** I understand that violation of the rules and procedures will result in my removal from the Festival.

Signature _____ Date _____

Art & Crafts Coordinator Signature _____ Date _____ Booth # _____

Upon approval, the Deaf Arts Festival will send additional information regarding fees, payment, location, parking, etc.



Rules and Procedures

ELIGIBILITY

Art booths are limited to original works in the recognized fine arts and crafts field. **NO IMPORTED OR MANUFACTURED, AND ARTWORK IS NOT MADE OR CRAFTED BY ANOTHER ARTIST.** Any participant who violates these eligibility criteria will be asked to leave the grounds and will not be considered for future festivals.

SCREENING

1. Applicants must submit four (4) 4"x6" photographs of their work. A committee of artists will screen applicants based on the photographs only (no slides or samples will be accepted). The jury will select the highest quality work using a point system. Those applicants with the highest scores will be selected.
2. Applicants will be notified as to whether they are accepted or not in June 2011. Those who are accepted will receive additional information, such as location assignment, parking, location maps, etc. in mid August 2011.
3. Only artwork of the type juried will be sold at the festival.
4. The jury reserves the right to select alternate exhibitors.
5. The jury reserves the right to reject any applicant if they feel the quality or nature of the display will not complement the Festival, or is significantly different from representative photos submitted.

IMPORTANT

Please don't incorporate the name Deaf Arts Festival or use Deaf Arts Festival logos in your work unless you have prior written authorization to do so.

APPLICATION FEE :

A \$20.00 non-refundable application fee must accompany application. If and when application is accepted, application fee will go towards your booth fee.

APPLICATION DEADLINE:

All applications and the \$20.00 non-refundable application fee, must be received on or before May 1, 2011.

BOOTH SPACE FEE:

Art booths will be in a large tent on the De Sales Center grounds. Clear plastic sides for outside perimeters of tent will be provided in case of rainy weather. Art booth floor space is available for \$50 (10' width x 10' length x 10' height) and will include an 8' folding table with two (2) chairs and (1) white plastic tablecloth. Booth fees will be accepted only after an application has been approved by the Committee. Payment must be received by August 15, 2011. Failure to meet this deadline may result in loss of booth space. _____ (initial)

COMMISSION:

Artist will agree to pay 10 percent commission of the gross festival sales (minimum \$100) to Deaf Arts Festival. _____ (initial)

ELECTRICITY

Electricity is allowed in the Art Booth area and it is the booth's responsibility to bring a generator for power. _____ (initial)



APPLICATION PROCEDURE

Return the application form and four (4) 4"x6" photographs that adequately show the quality and variety of work to be offered for sale. Photos of accepted applicants will be returned during the festival. All others will be returned by mail if you enclose a self-addressed, stamped envelope for returning your materials.

PROCEDURE FOR ACCEPTED APPLICATIONS

1. If accepted, booth space will be assigned taking artist's needs into consideration. Please indicate any unusual needs you may have when completing the application. We will do our best to fulfill your request; however we cannot make any guarantees. Expect changes. We feel it necessary to keep the Arts & Crafts area looking new and fresh to attract festival patrons. In order to do this, we may need to change vendors, periodically. _____ (initial)
2. Artists are to provide their own displays, tables, racks, shade, etc. We ask that displays be orderly and aesthetically pleasing. Displays must be set up and ready no later than 9:30 A.M. on Saturday, September 17, 2011. _____ (initial)
3. Merchandise must not be removed from the booth until the Festival is closed to the public. Artist agrees to remove all booth material and evidence of use by Saturday, September 17, 2011 at 8:00 P.M. _____ (initial)
4. Artist agrees to accept responsibility for all materials and goods furnished by him/her, and used or displayed in the booth area. While the Festival will make reasonable efforts to provide security, the exhibitor accepts full responsibility for his/her personal property. _____ (initial)
5. If, after being notified of acceptance you decide not to participate, it is important that you notify the Deaf Arts Festival Coordinator immediately. This way we can offer your space to another artisan. We will not assume that you are canceling your booth space because you have not sent your payment in by August 15, 2011. _____ (initial)
6. Payment is due August 15, 2011. Once notified of acceptance, an artist's booth fee will only be refunded if he/she makes known his/her withdrawal from the Festival by July 1, 2011 and the Festival committee deems there is a just cause for such a request. The artist will be charged a \$20.00 processing fee. _____ (initial)
7. Artists must comply with all applicable Federal, State and local statutes and ordinances and agree to assume full responsibility for the payment of all sales taxes occasioned by the sale of merchandise. _____ (initial)
8. **You, the ARTIST, must be in attendance at your booth on Saturday, September 17, 2011 during the hours of 10:00 A.M. to 8:00 P.M.** Do not send friends, family or paid representatives to replace you. Your presence is required. Bring enough inventories for the day. If you leave early, you will not be allowed to participate the following year. _____ (initial)

LIABILITY AND INSURANCE:

1. Deaf Arts Festival will not be responsible for any of the exhibitor's property caused by fire, theft, loss or damage or any other cause beyond its control. Exhibitors are strongly advised to insure themselves at their own expense against property loss or damage and against any liability for personal injury. The exhibitor shall indemnify Deaf Arts Festival and its committee members, administrators of the De Sales Center and Holly Ear Institute, the City of Brooklyn, Michigan against, and holds it harmless from, negligence of the Exhibitor or in connection with the use of the assigned Booth space. _____ (initial)
9. It is also understood and agreed by the exhibitor that Deaf Arts Festival is not liable to an artist/exhibitor for any lost profits, sales or business opportunities or any other damages alleged to be due to a breach of this contract. _____ (initial)

If you have any questions regarding the application form or application procedures, please call contact:

Monica Imielowski
 Art and Crafts Booth Coordinator
 Phone: VP (734) 629-5551
 Email Address: monica9702@gmail.com

<u>DATES AND HOURS for the Deaf Arts Festival 2008</u>		
Exhibitor Booth Setup	Saturday 09/17/11	6:00 am to 9:30 am
Deaf Arts Festival Hours	Saturday 09/17/11	10:00 am to 8:00 pm
Exhibitor Breakdown	Saturday 09/17/11	7:00 pm to 8:00 pm