

STOCKBRIDGE SUMMER ARTS & CRAFTS SHOW

STOCKBRIDGE CHAMBER OF COMMERCE, P.O. Box 224, Stockbridge, MA 01262

(413) 298-5200, email: info@stockbridgechamber.org, website: www.stockbridgechamber.org

Stockbridge Summer Arts & Crafts Show

August 15th & 16th, 2009

On the grounds of the Berkshire Botanical Gardens

Routes 102 & 183, Stockbridge, MA

“Stockbridge Summer Arts & Crafts” celebrates its 18th year in the area Rockwell called “the Best of New England”. This show is located on the beautiful grounds of the Berkshire Botanical Gardens which is just a minutes drive to the Norman Rockwell Museum, Tanglewood and downtown Stockbridge. Stockbridge is within 2 ½ hours from Boston or New York City by car and less than an hour from Hartford, Vermont, Albany and southern Connecticut.

Sponsored by the Stockbridge Chamber of Commerce, this is a well established show and a Stockbridge treasure featuring 90 exhibitors. 5,000 people attend the event and we expect to keep growing. It is promoted by the Chamber of Commerce newsletter, paid print ads in weekly newspapers, paid radio on local and public radio, flyers, feature stories, press releases and posters distributed throughout Berkshire County. Show advertisement is also included in the “Stockbridge Welcomes You” brochure with 40,000 printed and distributed and our chamber website www.stockbridgechamber.org which averages 63,000 hits per month.

We offer a low application fee plus amenities such as easy loading/unloading, nearby parking, full restrooms and complimentary coffee and donuts on Saturday and Sunday mornings. To become an exhibitor you must first review the enclosed general exhibitor guidelines and policies. Then complete the application form and submit it to the Chamber office before April 1, 2009.

Should you have questions, please do not hesitate to contact the Chamber Office at (413) 298-5200. We look forward to your application and wish you all the best in the months to come.

Sincerely,

Stockbridge Arts & Crafts Show Committee

STOCKBRIDGE SUMMER ARTS AND CRAFTS SHOW GUIDELINES & POLICIES

- Sponsor:** Stockbridge Chamber of Commerce
- Date:** Saturday and Sunday, August 15 and 16, 2009
- Location:** Grounds of the Berkshire Botanical Garden, Rtes. 183 & 102, Stockbridge, MA
- Show Hours:** Saturday 10 am To 5 pm and Sunday 10am To 4pm
- Attendance:** Average 5,000
- Public Admission:** Free with a \$5.00 per car parking fee
- Number of Spaces:** 90
- Eligibility Standards:** This show is open to applicants in all arts and crafts media. Each piece must be 60% handcrafted by exhibitor. All work must be the artist's original design and handcrafted by the exhibitor.
- Jury:** Jurying for the show is done by an art show panel. Staff will sit in with jurors and provide additional information from the application. There is a **\$5.00 non-refundable jury fee.**
- Non-Screened Work:** Art or craft which was not included in the original jurying and is brought to the show must be of the same caliber and quality as the work that was juried. We reserve the right to remove any work not consistent with the juried work.
- Application:** Only those applications that are complete and have all fees with them will be processed. Incomplete applications will be returned to the applicant for completion and will remain subject to deadline dates. Signature of the applicant is required on application as proof the applicant is aware of show policies and guidelines and will abide by them. Photos/Slides submitted with application for jurying must clearly represent 80 percent of the work the applicant will display. Acceptance or non-acceptance for the show will be mailed no later than the date noted on the application.
- Food/Gourmet Food Vendor:** Vendors must obtain a license from the Tri-Town Health Department. This includes the sale of prepackaged items. Vendors must present us with a copy of Tri-town health department permit 15 days before being allowed to set-up at the event. For more information contact Tri-Town Health Department 413 243-5540, 45 Railroad Street, Lee, MA 01238. Permit Fees generally run \$15.00.
- State Sales Tax:** All exhibitors are responsible for Massachusetts Sales Tax (5%).
- Security:** No overnight security provided. The Stockbridge Chamber of Commerce and the Berkshire Botanical Garden will assume no responsibility for your display or merchandise. The liability of all goods left overnight rests with the exhibitor.
- Slides/Photos:** 4 slides/photos of merchandise & 1 slide/photo of booth set-up is required with application.
- Post mark Deadline:** Applications must be delivered to the Chamber of Commerce office no later than **April 1, 2009. Initial jury deadline was April 1st. We are now full in the jewelry category. All other applications may still be submitted with late fee.**
- Late Applications Fee:** Applications placed and received AFTER the postmark deadline of April 1st will be assessed an **additional \$25.00 fee.**
- Notification:** You will be notified on or before May 1, 2009 of participation.
- Refunds:** Absolutely no refunds will be forthcoming for any reason once accepted into the show.
- Space Assignment:** Space assignment will be at the discretion of the Sponsor. All efforts will be made to accommodate special space requirements; there is no guarantee that such requests can be granted.

Booth: All spaces are located outdoors, on grass & as with the earth not necessarily on perfectly flat ground. Your booth set-up must be free-standing. You must bring your own tent or tent canopy. No tarp canopies will be allowed. Exhibitors must understand that entire booth and exhibit must fit within the booth site measurements. Total display area must be within the allocated booth site size. Exhibition of work should not cause traffic problems that will infringe on neighboring exhibitors. (i.e., side displays) Additional fees will be charged if you expand beyond your 10 X 10 booth space. Spaces may not be shared by more than one artist or crafter.

10x10 booth space.....\$150.00

10x20 booth space.....\$325.00

Exhibitors are responsible for his/her own articles. They will further hereby waive any claim against, and agree to hold harmless the Stockbridge Chamber of Commerce, the Berkshire Botanical Garden and their employees and volunteers from any and all liability for damages or personal injury or theft that may occur during participation in this event.

Booth Fees: Booth fees must be post marked not later than the date noted on the application deadline.

Electric/Water Not available at booth space.

Food: Food concessions are run by the Chamber of Commerce and available during show hours.

Parking: You will be directed where to park upon arrival. Free exhibitors parking near by. No vehicles will be allowed on the show grounds during show hours.

Pets: Pets are not allowed in exhibitor booths. Please do not bring them to the show.

Overnight Camping: No overnight camping or trailers are allowed on show grounds.

Set-up: Set-up time is between the hours of 3-7pm on Friday, August 14th and 7:30 – 10 am on Saturday, August 15th -all exhibitors must be ready for business by 10:00 am & will not be allowed on the grounds after 7:30 pm nightly. **You must be self-sufficient with your set-up and break-down.**

Breakdown: Breakdown is at 4 pm on Sunday. No early breakdowns will be permitted. Exhibitors are required to remain at their booths, with booths intact, until the advertised time of the shows' closing.

Alcohol: No alcoholic beverages or illegal drugs may be brought to the show.

Restrooms: Restrooms will be available on the grounds.

Weather: This is an outdoor show held regardless of weather conditions.

Waste: Vendors are responsible to take with them all their excess waste; boxes, bags, etc. Trashcans are available on the grounds for visitors only.

Common Courtesy: It is expected that exhibitors will deal honestly and courteously with show personnel, other exhibitors and with the public attending. Any use of obscene language and/or abusive behavior will cause the exhibitor to be removed from the show and may limit his/her ability to attend future shows for which they may have all ready be accepted. Abusive and nuisance behavior may also result in non-consideration of future applications.

Non Compliance: **Any exhibitor found to be in violation of Show Guidelines and Policies will be asked to immediately make necessary adjustments. If this is not done, the exhibitor will be asked to leave the show without refund of fees and may be barred from participation on future shows at the discretion of the Events Committee.**

18th Annual Stockbridge Art & Crafts Show August 15 & 16, 2009

Submit to Show Sponsor:
The Stockbridge Chamber of Commerce,
P.O. Box 224, Stockbridge, MA 01262

Postmark Deadline April 1, 2009

EXHIBITOR APPLICATION FORM

Business Name

Last Name

First

Mailing Address

City, State & Zip Code

Telephone Number

Cell Phone Number

Email address

Website

CATEGORY & DESCRIPTION OF WORK

Category: (check one)

- | | | |
|---|--|---|
| <input type="checkbox"/> Ceramics/Pottery/Plaster-craft | <input type="checkbox"/> Jewelry Full No longer accepting applications | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Charcoal | <input type="checkbox"/> Leather | <input type="checkbox"/> Sculpture |
| <input type="checkbox"/> Decorative Painting | <input type="checkbox"/> Metalwork | <input type="checkbox"/> Soaps/Essences |
| <input type="checkbox"/> Dolls | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Specialty Food |
| <input type="checkbox"/> Fabric | <input type="checkbox"/> Other (describe) | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Fiber | <input type="checkbox"/> Painting | <input type="checkbox"/> Other |
| <input type="checkbox"/> Floral | <input type="checkbox"/> Paper | |
| <input type="checkbox"/> Glass | <input type="checkbox"/> Pen & Ink/Pencil | |
| <input type="checkbox"/> Graphic/Illustration | | |
| <input type="checkbox"/> Herbs/Dried Flowers | | |

Description of work & price range of items:

ENCLOSURES:

4 slides/photos of merchandise & 1 slide/photo of booth set-up

Enclose a self-addressed stamped envelope with appropriate postage and packaging for return of your slides/photo.

BOOTH FEES AND PAYMENT OPTIONS:

\$5.00 Jury fee, must include with payment even if past exhibitor
_____ \$150.00 10x10
_____ \$325.00 10X20
_____ **\$25.00 Late application Fee –postmarked after April 1, 2008**
_____ **Total payment postmark deadline April 1, 2009**

Make check payable to: Stockbridge Chamber of Commerce

If you are an artist or crafter and your application is one of the first 10 postmarked after all booths are filled, do you want to be on the waiting list? ____ Yes or ____ No.

List specifications we should be aware of:

By signing I am stating that I have read and agree to comply with the SCOC Stockbridge Arts & Crafts show guidelines and policies. I understand that jury fees are deposited upon receipt and non-refundable and that deposits are held with my application and processed when I am notified for acceptance on or before May 1, 2009. I understand that each exhibitor is responsible for his/her own articles. I further hereby waive any claim against, and agree to hold harmless the Stockbridge Chamber of Commerce, the Berkshire Botanical Garden and their employees and volunteers from any and all liability for damages or personal injury or theft that may occur during participation in this event. I agree that I am responsible for collecting Massachusetts's sales tax (5%) and that I hold proper licensing for sale of goods. I understand that no refund will be forthcoming for any reason once I am accepted into the show. There will be no early breakdowns.

Signature

Date

Send completed applications to:
STOCKBRIDGE CHAMBER OF COMMERCE, P.O. Box 224, Stockbridge, MA 01262
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Postmark application deadline April 1, 2009