

STOCKBRIDGE SUMMER ARTS AND CRAFTS SHOW GUIDELINES & POLICIES

- Sponsor:** Stockbridge Chamber of Commerce
- Date:** Saturday and Sunday, August 18 and 19, 2012
- Location:** Grounds of the Bidwell Park, 50 Main Street, Stockbridge, MA
- Show Hours:** Saturday 10 am To 5 pm and Sunday 10am To 4pm
- Attendance:** Average 5,000
- Public Admission:** FREE
- Number of Spaces:** 85
- 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 (6.25%).
- Security:** No overnight security provided, however, the park is located on the same grounds as the Stockbridge Police Department. The Stockbridge Chamber of Commerce and the town of Stockbridge 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, 2012.**
- Late Applications Fee:** Applications placed and received AFTER the postmark deadline will be assessed an **additional \$25.00 fee.**
- Notification:** You will be notified on or before May 1, 2012 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. It is an open park with patrons entering at all directions.

Booth: All spaces are located outdoors, some on pavement and some 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.....\$200.00

10x20 booth space.....\$400.00

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 Town of Stockbridge 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 or overnight.

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 17th and 7:30 – 9:30 am on Saturday, August 18th -all exhibitors must be ready for business by 10:00am & will not be allowed on the grounds after 7:30 pm nightly. You must be self-sufficient with your set-up and break-down. You may or may not be able to drive right up to your booth area. Ensure every part of your art booth can be carried or wheeled in case you need to carry things quite a distance from your vehicle. Bringing a dolly or handcart is suggested to help you transport items from your vehicle to your designated area quickly and easily.**

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: Public restrooms will be available in the Town Offices 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.**

21st Annual Stockbridge Art & Crafts Show August 18 & 19, 2012

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

Postmark Deadline April 1, 2012

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 | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Fiber | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Furniture | <input type="checkbox"/> Sculpture |
| <input type="checkbox"/> Glass | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Other |
| <input type="checkbox"/> Leather | _____ |
| <input type="checkbox"/> Metal | _____ |
| <input type="checkbox"/> Mixed Media | |

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, Please issue a separate check, Must include with payment even if past exhibitor
 _____ \$200.00 10x10
 _____ \$400.00 10X20
 _____ \$25.00 Late application Fee –postmarked after April 1, 2012
 _____ **Total payment postmark deadline April 1, 2012**

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, 2012. 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 Town of Stockbridge 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 (6.25%) 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
 (413) 298-5200, email: info@stockbridgechamber.org, website: www.stockbridgechamber.org

Postmark application deadline April 1, 2012