



Virginia Highlands Festival

Arts & Crafts Show

Lnq "29/" August 7, 2016

www.VaHighlandsFestival.org

— 2016 —

Eligibility & Rules

Arts & Crafts Show, 2016

Eligibility:

All artists must be 18 years of age or older to exhibit. All work that is exhibited must be original and executed by the entrant. Paintings, watercolors, pen and ink drawings, etchings, photography, clay, metal work, fibers, leather, glass, paper, wood, and other original works are acceptable. No work may be exhibited which has been made with the use of commercial kits, molds, patterns, plans, stencils, or prefabricated forms. **Reproduction of an artist's original work must not comprise of more than 50% of exhibited works, nor occupy more than 50% of the booth space.**

Rules:

1. Booth spaces are non-transferable. No artist will be allowed to exhibit work without having first juried into the Virginia Highlands Festival Arts & Crafts Show and having paid both the jury and booth fees. Shared booths (8'x30' or 10'x20') minimum size are permitted but each exhibitor must jury separately unless working in the same medium. Displays must fit within designated spaces. Tables, sales books, chairs, or exhibition materials are not provided.
2. A limited number of full show spaces are available. It is not necessary to sign up for all 10 days. Partial show dates are available.
3. All exhibitors are **required** to check-in at the Arts & Crafts Information Booth prior to setup in event of unforeseen changes of booth assignments.
4. All booths must remain open daily from 10 A.M. - 6 P.M. All exhibitors are expected to manage their displays.
5. All exhibitors must keep and leave their assigned area clean and free of refuse, and in otherwise good condition. All exhibitors must remove all merchandise, display materials, and other property by 10 P.M. of the last applicable day.
6. Each exhibitor will be screened by Arts and crafts committee members during the Festival. If the work exhibited does not comply with the rules and regulations or photographs (digital images) submitted, the artist will be asked to leave the Festival. Judgement of the committee in this matter will be final, and **no refunds** will be given.
7. All sales will be conducted between the artist and the purchaser. Artists are responsible for collecting, paying, and remitting Virginia Sales Tax of 5.3% to Virginia Department of Taxation on all sales made during the Festival (Forms will be provided).

Notice:

Read and follow instructions carefully. Incomplete applications will be rejected. Any samples sent become the property of the Arts & Crafts Committee. All applicants must follow the Application Procedures and submit an Application Form.

Application Procedures

Arts & Crafts Show, 2016

Entry Deadline: February 1, 2016

1. A completed and signed application form.
2. A \$10 non-refundable application fee (separate check or credit card) with **current date**.
3. A check post-dated to March 1, 2016 or credit card in the amount of the booth fee for appropriate days and tent requested (see forms below).
4. A self-addressed Business #10 size envelope with two stamps for jury notification. Note: Your CD/DVD will not be returned via US mail.
5. Four (4) Photos (Digital Images) supplied on a **CD, DVD or USB Flash Drive**. One of the four images must be of your display, which you intend to use at this festival, showing your **current** work and set-up. Your Photo Disk/USB Flash Drive will be returned at the show.
6. Digital Image Submission Guidelines:
 - a. We accept high-resolution **TIF** and **JPG** image files on **CD, DVD or USB Flash Drive** discs only. (Do **NOT** use CD-RW discs)
 - b. If JPG file format is used, images should be saved at the highest-quality setting.
 - c. Digital images must be a minimum of 4" x 5" inches at 300 ppi (pixels per inch) resolution (1,200 x 1,500 pixels).
 - d. Label your CD, DVD or Flash Drive with your Name, Address and Phone Number. Mail your CD/DVD/Flash Drive with your Application Form.
 - e. Do **NOT** submit digital image files via e-mail, unless requested by the Arts & Crafts chairperson or the Virginia Highlands Festival secretary.

Booth Sizes & Fees

Arts & Crafts Show, 2016

Festival Provides Tent

Large Tent

Single Booth: 8' x 15'

Double Booth: 8' x 30'

Individual Tent

Single Booth: 10' x 10'

Double Booth: 10' x 20'

Full Show:

July 29 - August 7

Single

\$725

Double

\$1025

Partial Show:

July 29 - August 2

August 3-7

Single

\$375

Double

\$525

\$525

Vendor Provides Tent

Single Booth: 10' x 10'

Double Booth: 10' x 20'

Full Show:

July 29 - August 7

Single

\$525

Double

\$825

Partial Show:

July 29 - August 2

August 3-7

Single

\$275

Double

\$425

\$275

\$425

Accepted Credit Cards: Mastercard or Visa

Application Form

Virginia Highlands Festival

Arts & Crafts Show, 2016

Name: _____

Address: _____

Phone: _____ Cell: _____

E-mail: _____

Website: _____

Total Fee: \$ _____ Check: CC:

Name on Card: _____

Billing Address: _____

Card #: _____ Exp: _____

Applicant, its employers, employees, and agents do hereby and hereafter release and relieve, and agree to indemnify the Virginia Highlands Festival, Inc., the Arts and Crafts Show Committee, its members, agents, sponsors, affiliates, servants, employees, of and from all manner of claim, damage suit, judgement, decree, cost, expense and injury, personal, or property, howsoever arising, whether at law or in equity arising out of the activities and display and related activities at the Arts and Crafts Show, whether by applicant, its agent, employees or customers, invitees or business visitors. Applicant further agrees that neither the Arts and Crafts Show Committee, Virginia Highlands Festival, Inc., shall be in any way, manner, or amount responsible for the theft, damage, or destruction to applicant's merchandise or equipment on site, howsoever arising.

I, the undersigned, agree to abide by all Rules and Regulations set forth in this Virginia Highlands Festival Arts and craft Show application.

I, the undersigned, agree to consider this application a commitment to show and realize that **no refunds** will be made for cancellation after acceptance.

Signature: _____

Date: _____

Mail to: Virginia Highlands Festival Arts and Crafts Show
P.O. Box 801, Abingdon, Virginia 24212
276-623-5266

CATEGORY: Art: Clay: Fiber: Glass:
Jewelry: Misc: Photo: Wood:

BRIEF DESCRIPTION OF PHOTO SUBMISSIONS (include item price)

1. _____ \$ _____

2. _____ \$ _____

3. _____ \$ _____

4. _____ \$ _____

SHOW DATES REQUESTED (*Full / Partial - see dates above*)

1st Choice Dates: _____

2nd Choice Dates: _____

APPLICATION FEE (all vendors) \$ _____

VENDOR PROVIDES TENT \$ _____

10' x 10' Single

10' x 20' Double

FESTIVAL PROVIDES TENT \$ _____

10' x 10' Single

10' x 20' Double

8' x 15' Single

8' x 30' Double

Total Fees: \$ _____

CHECK-IN PREFERENCE

8-12 A.M. - Thursday - July 28

12-4 P.M. - Thursday - July 28

Electricity is available to all vendors