

## APPLICATION PROCEDURES AND RULES- 2018

This application is for artist only! Please read the category descriptions and decide if you are an artist or exhibitor. Exhibitors are vendors such as not-for-profits, packaged food or body care products. You may apply in two categories, but they must be related and cohesive such as GLASS & Jewelry (made of glass only). You need a separate application and separate set of slides/digital images for each category.

**APPLICATION DEADLINE:** The post mark deadline for applications is **December 10, 2017**. Late applications with a \$50 late fee will be accepted until January 15, 2018 Call 585-396-9473 before submitting a late application, as some categories may be full. A signed application is a commitment to show. No refunds will be given after March 1, 2018. Cancellations must be given in writing to the Show Director.

**ENCLOSE THE CORRECT FEE:** There is a \$25 non-refundable Application fee. This will be deposited upon receipt. The booth fee is \$200 for each 10x10' space. Booth fees will be deposited after acceptance notices have been sent in January.

**ENCLOSE LOOSE POSTAGE (stamps) FOR TWO-OUNCES** or \$.96 If you do not enclose it, you will not receive your space assignment and other important information, nor will your images be returned.

**SEND US YOUR IMAGES:** Be sure that three of your images show close-ups of your recent work. The fourth image is your booth slide, which is required unless this is your first year to exhibit at any festival. In that case, please set up a display showing a cross-section of all your work, along with an explanation.

Applications without these images will not be considered. It's definitely worth your while to have professional looking, clear, well-lit, uncluttered, close-ups to showcase your work for the jury. It's also essential to provide descriptions of each image for the jury!

CD-Rom images are preferred and must be in jpeg format, no larger than 3MB each and clearly labeled with the artist name. Mail in your completed application, return envelope and fees. You may enclose up-to-date 2x2" slides (in slide sleeves). Label slides with your name and category and number 1-4.

### DO NOT SEND PHOTOGRAPHS!

**JURYING:** The panel of jurist consists of area Art Professionals, highly experienced in each of the categories. Artist selection is made solely on the basis of the work seen in the images that you provide. Therefore the quality of the images is very important. Decisions of the jurors are final!

**JUDGING AND AWARDS:** Judging will begin on Friday, April 27 at 3:00pm. Only artists showing their own work will be eligible for judging. There will be one first place winner in each category. Each winner will receive a certificate and a ribbon. (There will be one Best of Show award recipient who will also receive one free 10x10 booth space at the *Springtime in Canandaigua Show* - 2018.

**Best Decorated Booth will receive recognition at the  
Artist Reception**

## DISPLAY REQUIREMENTS

Please decorate your booth in a festive, spring-like manner. A prize will be given to the Best Decorated Booth! Booths should be attractive, with tables draped to the ground and no boxes and packing crates visible. No generators are allowed. Artist must bring a three-prong heavy duty extension cord. Show management reserves the right to decline, limit or prohibit an exhibit or art of an exhibit, which in its judgment is out of keeping with the character of the show.

## OTHER THINGS YOU SHOULD KNOW

SHOW HOURS:	Friday, April 27 - 3:00pm-7:00pm/Reception Saturday, April 28 - 10:00-5:00pm Sunday, April 29 - 10:00am - 4:00pm
LOCATION:	Canandaigua Civic Center 250 N. Bloomfield Rd, Canandaigua
SET-UP:	Thursday, April 26 - 3:00pm- 7:00pm Friday: April 27 - 8:00 am -2:00pm
RESTOCKING:	8:00am to 9:30am- Sat. & Sun

1...All items for sale must be designed, created & handcrafted by the exhibitor. No imports, buy/sell products, kits, pre-manufactured item allowed. Artist may only show work typified by that which has been juried.

2...A \$25 fee will be charged on any check returned by the exhibitors bank.

4...Security will be provided during the show. However, Springtime in Canandaigua is not responsible for any items lost, stolen or damaged

5...Special sales and discounts on products are not allowed as this distracts from the overall quality of the show. No booth sharing.

6...Food vendors are responsible for all applicable fees/permits for the Ontario County Health Department.

7...No exhibitor will break down their booth or leave the show before the show ends. Booths must be staffed during all show hours.

8...New York requires a sales tax number and the original certificate to be displayed at all time. No set up without a tax number.

9...Vendors may use a tent frame to display their work and to create a back drop for their booth. The Civic Center has ample overhead lighting.

9...During the show you must display the Registration Certificate you will be given in the front right-hand corner of you booth. You will also need to wear your nametag.

**If you have any questions, please call Marianne at 585-396-9473 or email [mgags06@aol.com](mailto:mgags06@aol.com) . Visit us on the web at [www: Springtime in Canandaigua.com](http://www.SpringtimeinCanandaigua.com)**

# Springtime in Canandaigua

## 2018 VENDOR APPLICATION AND CONTRACT

**April 27-29, 2018 3 Day Art & Craft Festival**

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax :( ) \_\_\_\_\_ Cell :( ) \_\_\_\_\_

N Y State Tax ID# \_\_\_\_\_ Web Site Address: \_\_\_\_\_

Insurance certificate company and # \_\_\_\_\_ Vehicle LIC. Plate # \_\_\_\_\_

How would you like your product described in print? (4 words or less) \_\_\_\_\_

Your merchandise price point range \_\_\_\_\_ I would prefer to receive all my information \_\_\_\_\_ US Mail \_\_\_\_\_ Email

**Mark only ONE category which best describes the work you are entering: A separate application is required for each category**

<input type="checkbox"/> Ceramics/Pottery	<input type="checkbox"/> Drawing/Graphics	<input type="checkbox"/> Garden Accessories	<input type="checkbox"/> Specialty Food	<input type="checkbox"/> Fiber/Wearable	<input type="checkbox"/> Glass	<input type="checkbox"/> Jewelry	
<input type="checkbox"/> Metalwork	<input type="checkbox"/> Mixed Media	<input type="checkbox"/> Painting	<input type="checkbox"/> Personal Products	<input type="checkbox"/> Photography	<input type="checkbox"/> Sculpture	<input type="checkbox"/> Wood	<input type="checkbox"/> Floral

**Space Request** –Springtime in Canandaigua will do it's best to comply with requests, based on receipt of the application.

- **Check /money order enclose:** \_\_\_\_\_ 10x10 booth -\$200 \_\_\_\_\_ 10x20 booth \$375 \_\_\_\_\_ Electricity limited availability)
- **Electricity needs MUST be requested on the application form.**
- **Maximum of 2 amps (220 watts). Please use CFL or LED's as display lighting.**

✓ **Deadline December 10, 2017 - \$50 Deposit Due Prior to December 10, 2017 (will hold your booth space!!) + Postdated check (\$150+ Application Fee, Electric) dated March 10, 2018 ...OR Total Amount Sent with Application.**

**MEDIA REQUEST:** Please enclose the print media address and contact name of your local media outlet \_\_\_\_\_

**General Release and Acceptance of Conditions of the Show - I hereby release** and forever discharge the FFThompson Guild, the Canandaigua Civic Center, all sponsoring organizations, and their directors, officers, employees, agents and volunteers from any responsibility, personal liability, claims, loss or damage arising out of or in conjunction with my application to participation with the Springtime in Canandaigua (SIC) Fine Craft Show. SIC will not be responsible for any injury sustained by exhibitors or guests while attending the show at the Civic Center. I will defend and indemnify sponsors and promoters of the Show from any and all claims, liabilities, expenses, damages, and penalties caused or incurred by wrongful acts of exhibitor(s), or exhibitor(s) agents or employees, including breach of SHOW RULES. Further, I understand that I store my crafts at my own risk without exception or limitation.

**I agree by all rules set forth in the Springtime in Canandaigua application.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Second Partner Signature \_\_\_\_\_

Completed and signed application and release form

Loose postage stamps two (2) –First Class stamps for returned slides/CD and event information

CD in protective Cover \_\_\_\_\_

\$25 check or money order for non-refundable application fee

\$200 (check or money order for each 10x10 space \_\_\_\_\_ \$375 for 10x20 space

Electricity \$25 (Limited availability)

\$ 50 Deposit enclosed (will hold your booth space until March 10, 2018)

Post dated Check Dated- March 10, 2018 enclosed

**Please return form and payment to: Springtime in Canandaigua Attention: Marianne Gallagher 186 North Main Street, Canandaigua, New York 14424 (Office) 585-396-9473 (Fax) 585-396-9473 (E-Mail) mgags06@gmail.com**