

## RULES AND REGULATIONS

- Stalls must be left clean and free of litter and debris at the end of the market.
- All items are to be confined within the boundary lines to prevent injuries and to facilitate foot traffic.
- If the vehicle area of the stall is utilized for display and or sales, the vehicle must be moved to a designated area of the market.
  - All stalls will be assigned to artists through the event. All sales must stop at 4pm.
  - All work exhibited must be original art produced by the artist.
- Vendors are responsible for bringing their own tables, tents, extension cords, signage, and other display items used to show their wares and/or use in their booth space.
  - The work exhibited must be consistent with slides submitted by the artist.

### **APPLICATION**

All applicants must submit separate applications unless applying as an organization or entity. Collaborating artists must show and sell only their joint work. Applications on photocopied forms are acceptable.

**GROUPS, ORGANIZATIONS, OR ENTITIES** may fill out one application and list contributing artists on a separate sheet of paper. Only one fee is required for a group of applicants - but they will only be able to use one booth space. Each artist in a group must supply one example of their work.

Artists wishing to exhibit work in more than one media category must submit one application, set of 3 slides, photos, CD or color printouts of their work and application fee.

**DEADLINE:** applications must be postmarked on or before 8/30/09. Early application is encouraged to insure a spot as accepted entries are assigned in a first come first serve basis.  
*All cancellations must be in writing. Cancellations are not refundable.*

**APPLICATION FEE** is \$20 (\$25 after 6/15). Application fees should be combined in one check. This check will be deposited upon receipt and is non-refundable. The fee must be in the form of a bank check or money order made payable to The Friends of the Public Market.

### **SLIDES, PHOTOS, COLOR COPIES, DIGITAL IMAGES**

Your application must include a total of 3 examples of your work. If you want these items returned to you, send an additional self-addressed stamped enveloped (SASE) with your application and write the word "examples" on the bottom left hand corner.

#### **TO PROPERLY LABEL YOUR EXAMPLES:**

**SLIDES** - Hold the slide so that you see the image correctly. Place a large red dot in the lower left-hand corner of the cardboard or plastic mount.

**PHOTOS** – artist name and category on the back of each photo

**COLOR COPIES** – artist name, category, and names for each image (if titles apply) on the top of page.

**DIGITAL IMAGES ON CD** – Name, email address, and category on each CD.

**RETURNING IMAGES:** Examples will be returned only if a suitable sized SASE with the required postage (weighed by your post office) is included with the artist's application.

### **JURYING**

The jury, consisting of persons knowledgeable in the field of fine arts and crafts such as gallery owners, art directors, professional artists, etc., will review the work as it is submitted. Selections will be made upon a combination of factors including quality and originality of work. The jury will use its best efforts to represent a sampling of all art categories in the show. **All decisions of the jury panel are final.**

### **NOTIFICATION**

Applying artist needs to submit a SASE with their application and will be notified by mail as applications are received and before September 7, 2009. Work will be returned if there is a SASE with correct postage.

### **BOOTH SPACE**

Booth space is 10'x30'. Space locations are assigned in advance by Friends of the Market, and the use of a location is restricted to the artist to whom it is assigned. Only the work of the designated artist, artists or organization, may be displayed or sold.

Each exhibitor will be assigned a space measuring 10' wide x 30' deep. Artists are to provide their own display booths, racks, and/or tables in order to display their works in an outdoor environment. Double booth spaces are available for organizations that specify the need. Bring your own extension cords, rope, tape etc. Since not all booth locations are level, exhibitors are advised to bring leveling devices.

Exhibitors are responsible for providing their own booth structures with a canopy, racks, tables, display units, or other fixtures suitable for outdoor use. Exhibitors are encouraged to be prepared for any inclement weather with appropriate rain covers, tie downs and weights.

### **WORK ON DISPLAY**

Work exhibited must be comparable in style and quality to the work pictured in slides submitted for and accepted by the jury. The artist guarantees authenticity and the accuracy of the description of the works presented. By signing this prospectus, the principal artist responsible for creation of the exhibited work assures that he or she has direct, hands-on involvement in the creation and execution of each piece of work to be exhibited.

### **COMMISSIONS & SALES TAX**

No commissions on artist's sales will be retained by Friends of the Market. However, all participating artists are required to collect and pay the appropriate New York State Sales tax (8% on all items sold).