

REGISTRATION

Artist Vendor Application Form

The Austin Art Council is hosting in second annual Art Fair July 20, 2019. Our hope is to give our local artists a way to showcase their arts and crafts. We are hoping with your help and the help from our community, we will be able to create a wonderful fair. Please fill out the form attached if you would like to participate at our show. Also feel free to tell any other creators you feel may want to participate at our show.

Company Info:

Company Name: _____

DBA: _____

Mailing Address: _____

Phone: _____ Email: _____

Fax: _____ Website: _____

Facebook: _____ Twitter: _____

Individual Contact Info:

Name: _____ Title: _____

Email: _____

Phone: _____ Fax: _____

- Type of products: Fine Art Craft Canvas Art Cards
 Clothing Pottery Sculptures Jewelry Fabric Art Woodworking
 Dolls Illustrations Other _____

List of items to be sold: _____

Exhibitor requests the following booth size and agrees to pay the following booth rental fee (check one):
Inside (6' x 6') Space \$ _N/A___* = _____ (*= # spaces needed)
Outside (10'x10') Space \$ _N/A___* = _____ (*= # spaces needed)

Silent Auction: As part of the Art Fair, we are asking each exhibitor to donate an item to be used in our silent auction at the fair. Funds raised from the silent auction will benefit the Austin Arts Council. Please provide us with a detailed description of the donation and photo/ link:

For the application to be considered, the following must be included:

Please complete the Vendor Application form
Please sign the Terms and Conditions document

Mail or email photographs, images or web link of your products.

By completing an Art Fair application, you are certifying that you have read the Terms and Conditions, and will adhere to all rules and policies herein.

Printed Name: _____

Signature: _____

Thank you for your interest in the Second Annual Awesome Austin Art Affair.

Your registration will be confirmed by email within two weeks of the time we receive it. Please contact us if you have not received notification. For more information, please email sreid@chicaac.org, Serethea Reid

Thank you for being a part of the Awesome Austin Art Affair.

Terms and Conditions

1. **Setup/ Break Down:** All Exhibitors must be set up and ready to sell by 10:00 am the day of the Awesome Austin Art Affair. Exhibitors may begin setting up at 8:30 am the day of the Fair. Break down can start no sooner than 4:30pm on Saturday and must be completed by 5:30 PM. No vendor is to close before the official closing time. Sellers are responsible for their selling spaces. *Before leaving, be sure your area is clean and trash-free.
2. **Staffing:** Exhibitor tables/ booths must be manned at all times and intact until show closes at 5 p.m. The Austin Art Council and the Redevelopment Management Resources are not responsible for merchandise or display materials.
3. **Exhibitor Items:** Items for sale at the Exhibitor's booth must be predominantly handmade by the Exhibitor. Each Exhibitor must submit a few photographs of his or her work. If participating as a crafter, we reserve the right to have items removed that are considered not appropriately handmade. Items cannot be simply purchased for resale.
4. **Exhibitor Responsibility:** Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. We expressly disclaim any responsibility for same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each exhibitor is responsible for the conduct of his employees and/or representatives and activities must not detract from the image or welfare of the fair.
5. **Exhibitor Spaces:** Exhibitor spaces will be assigned. Placement, flow and competition will be taken into consideration to provide the best experience for fair attendees. If you have special space needs, please include your request with your application and we will make every effort to accommodate you. Spaces are reserved on a first-come first-served basis. Vendors must ensure that none of their display equipment extends beyond the space they have booked; this includes any rails, stands or additional equipment.
6. **One Business per table:** Only one (1) business per table; space may not be sublet or shared without prior approval of an authorized staff.
7. **Acceptance:** AAC reserves the right to decline any application for space if it deems such action to be in the best interest of the Arts and Crafts Fair.
8. **Payment:** The full payment is a non-refundable registration fee for the selected space and is due with the submission of this agreement. This fee will be used to cover advertising and other incidental costs associated with the production of this event.
9. **Electricity:** Electricity may be available as a first-come, first-served basis as electricity is not available at all areas. Electrical service requires an additional fee.

1. Outlets are NOT guaranteed.
2. Extension cords are not included in the fee and must be provided by the Exhibitor.
10. Music: Music will be provided throughout the space.
11. Tables & Chairs: Each Exhibitor may furnish his or her own chairs, tables, stands, tent or canopy. If you wish to rent chairs and tables, please note that on application. We do not guarantee availability.
12. Outdoor exhibitors: For outside exhibitors, it is advised to bring along shims, or blocks of wood to level out the tables, since most of the street area is on flat, but un-level ground. All tents and canopies must be secured to the ground using weights/ sand bags in case of windy weather.
13. Cancellation of space: Application fees are not refundable. We are not liable if weather or other conditions prevent the Exhibitor from attending and fulfilling the contractual obligation as an Exhibitor. No refunds will be made for weather, accident, health or other causes for non-participation.
14. Indemnification: Exhibitor agrees to indemnify and hold harmless the Austin Art Council and Redevelopment Management Resources from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the Exhibitors at the Awesome Austin Art Affair.

Name: _____

Date: _____

WORKSHOP/CLASS PROPOSAL

Project Title: _____

Student Age , Check all that apply

_____ All _____ Adults _____ Youth _____ Children

Proposed by: _____

Contact Person : _____

Title : _____ Artist _____ Organization

Address: _____

Phone: _____ Cell Phone _____

Fax: _____ Email: _____

Website _____ Facebook _____

Project Description :

Type _____

Primary Medium _____

Duration _____ hours _____ minutes

Maximum Class Size _____

Site Requirements/Requests

Provided by Workshop Leader

