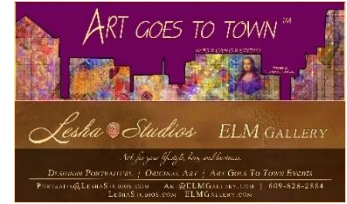




# Art Goes To Town

## Juried Fine Arts & Craft Fairs



14 S. Main St. Suite B | Medford, NJ 08055 | 609-828-2884 | Art@LeshaStudios.com

### EXHIBITOR GUIDELINES AND REQUIREMENTS

You can find the Juried Fine Arts & Craft Fair application at: [www.leshastudios.com/juried-entry-for-artists.html](http://www.leshastudios.com/juried-entry-for-artists.html).

#### EXHIBITOR REQUIREMENTS

The following is required for your application:

**All work must be created and exhibited by the approved artist themselves. Original artwork limited editions, prints, giclees of approved artist are also acceptable.** Kits, imports, and commercial mass produced items will not be accepted. This rule is strictly enforced.

**DISPLAY PHOTO:** Include 3 photos of your artwork and 1 photo of your OUTDOOR display. We must see your entire display including your white 10'x10' tent or table display if you are applying for a table space.

#### Space Sizes Available

10x10 display space.

6x7 display space.

Displays must be professional and aesthetically pleasing. All racks **MUST** be covered. Ribbons won from other shows may **NOT** be displayed. The goal is to make your tent look like a "mini" art gallery.

**JURY FEES:** The application processing & jury fee is a \$15 non-refundable application fee.

**SHOW FEES:** Please note if you have not paid for both the jury fee and the show fee prior to the jury process, your show fee must be received right away upon receipt of your accepted notice **TO SECURE YOUR SPACE IN THE SHOW.** THERE ARE NO HOLDS. Your show fee/deposit indicates that you are accepting the invitation and being placed into the show.

#### Space Fee

10X10 Display Fee - \$110

6x7 Display Fee -\$70

**ARTIST STATEMENTS:** We want to know about you and your work. Please feel free to include an artist statement or bio in your submission.

#### GENERAL RELEASE - Applicants/Accepted exhibitors are required to accept the terms of this agreement.

The undersigned does hereby discharge, release and hold harmless, Lesha Studios, ELM Gallery, Art Goes To Town, The Village at Taunton Forge, it's shoppes and businesses, (all Medford Township, property owners, and associations) and all presenters, sponsors and co-sponsors from any and all manner of action, suits, damages, or claims whatsoever arising from any loss or damages or claims, to the person or property of the undersigned while in possession or under the supervision of the sponsors during the Fair, and hereby consents to enforcement of all rules of this event. Furthermore, the undersigned artist hereby certifies that all display work is handcrafted and created by the show participant. Participant understands that any mass-produced item on display can cause expulsion from the show or future shows. There are no rain dates. There will be no refunds or credits if a show is cancelled due to rain, floods, hurricanes, or any other forces of nature after logistics and advertising have been arranged! There will be no refunds on artist cancellations received less than 60 days from event date. **MANAGEMENT RESERVES THE RIGHT TO DISQUALIFY ANY EXHIBITOR CAUSING ANY PROBLEMS TO FELLOW EXHIBITORS OR MANAGEMENT.** Failure to comply with the rules and regulations set forth of this General Release may result in expulsion from any and/or all events. Management reserves the right to make final interpretation of all rules.

The applicant understands that if this application is not accepted, all feess will be refunded, with the exception of the Application Jury Processing Fee. If accepted, Art Goes To Town, DBA Lesha Studios | ELM Gallery has your permission to reproduce artwork, through the photographs you have submitted, for the purpose of advertising and marketing the Fair. Art Goes To Town, DBA Lesha Studios | ELM Gallery also has your permission to publish photographs or videos taken of your booth, work and photos of you during the Festival for purposes related to promotion of the Festival, past or future.

## UPON NOTICE OF ACCEPTANCE

**CONFIRMATIONS:** Notifications of your application status will be sent after panel review. **Accepted** applicants will receive notification. Spaces are assigned the day of the fair. Returning artists should let us know if they would like the same space as the prior year. Additionally arrival instructions will go out one week prior to the fair. Waitlist notifications will be sent of waitlist status. Notifications of acceptance can go out up to 24 hours prior to the day of fair. If artist chooses not be on the waitlist or has not been notified of an opening by the day of the fair a refund will be issued minus the jury fee. **Unaccepted** applicants will be notified and receive a refund of their payment minus the jury fee.

**E-MAIL:** Please note that invitations, waitlist notifications, confirmations, important updates, and announcements will be sent to you via email. Be sure to check your email account regularly.

**CANCELLATIONS:** Cancellations less than 60 days prior to an Art Fair, show or event are not refundable. Cancellations must be made by email or text only. Please understand there are No Exeptions to this rule.

**BALANCES/PAYMENTS:** Payments are processed through SQUARE. Contact [Art@Leshastudios.com](mailto:Art@Leshastudios.com) for other payment options.

- Exhibitors will leave their exhibit space clean after packing up at break down. If your space is not clean after an event, you may be expelled from future shows.
- Payments are due at time of the application.
- The approved exhibitor will occupy his or her booth at all times. NO subletting or sharing of space is permitted. No representatives are allowed. Friendly pets are allowed at the shows.
- **TAXES** – Each exhibitor is responsible for collecting the state sales tax and filing a report with the local Department of Revenue.
- An accepted application is a commitment to display your work during ALL scheduled hours of the show. If you are not present for any part of the show, you may be expelled from future shows.
- Bank Fees – A \$36 bank fee will be charged on all returned checks. The check amount plus the \$36 fee is payable with a money order, cashier's check or cash. The fee may be higher with international checks.
- **TENTS** – Exhibitors are responsible for making their tents sturdy against wind, rain etc. Tents **MUST** be manufactured of flame-retardant materials. **Staking into the pavement or ground will NOT be permitted without written permission from the show director.** Art Goes To Town, Lesha Studios | ELM Gallery or the Host and co-presenter is not responsible for lost, damaged or stolen property. Access to vehicles for set up and take down will be a fairly short distance. Dollies and carts may be helpful.
- Space is limited for this show. Exhibitors will NOT take up any additional space without first consulting with a show coordinator. **ALL WORK, DISPLAY and STORAGE WILL NOT GO BEYOND THE ASSIGNED EXHIBITOR SPACE.**
- The exhibitor's space shall be occupied by 8:45 a.m. the morning of the show or you will be considered a "no-show" and your space will be given away with no possible refund or credit. Vehicles **MUST** be removed from the show area by 9:30 a.m. unless otherwise specified.
- Set-up and breakdown times will be strictly enforced. Please see show confirmation for details.
- Management reserves the right to make final interpretations of all rules and regulations.
- Acceptance does not automatically mean you will be accepted into next year's fair. You must reapply and be juried into next year's fair.

I AGREE TO THE EXHIBITOR GUIDELINES, REQUIREMENTS AND AGREE TO THE GENERAL RELEASE STATEMENT

NOTE: Online Applicants must agree on the online form.

NAME \_\_\_\_\_

DATE \_\_\_\_\_

## GENERAL INFORMATION

**DEADLINES:** We do not have deadlines for most of our shows. Therefore, please keep in mind shows and categories may be open when you contact us, but are subject to close at any time. In order to avoid being shut out due to show closures, please submit early. We strongly recommend applying when the applications become available. We have no way of knowing when a show will close, as we receive many submissions a day that could prompt a show's closure without anticipation.

**WAITING LIST:** Once shows are closed, applications are still accepted for the waitlist. We will contact you as early as possible IF any spaces become available. Please keep in mind that this may be as late as 1-3 days before the show. If you cannot work on short notice, the waitlist may not be the best option for you. If we call you from the waitlist to see if you would like to participate in the show, you have the option to turn us down without penalty.

**CREDITS/REFUNDS:** Cancellations must be made in writing (email preferred) and received in our office a minimum of 60 prior to the event.

**WEATHER:** For all applicants of the Juried Fine Arts & Craft Fair this is an outdoor event and will go on rain or shine. No credits or refunds will be issued if the show is affected by forces of nature beyond our control. Please check our website or contact the office for updates on cancellations resulting from severe weather such as hurricanes, tornados, flooding, etc. Please note, we will not cancel a show unless informed by state, city or local officials that it will be in the best interest of safety for all. If it looks like it is going to rain, we will not call a show prior to the event. It will be at the show coordinator's discretion on site at the time.

**NO SOLICITATION** - Exhibitors are present at our shows for the purpose of representing their work. For that reason, no exhibitor, or their representatives, will engage in any type of solicitation of any products, supplies, shows, etc. during the course of the show, starting at the commencement of the event and ending at the end of breakdown of the said event. The exhibitors' role is to sell their work and not engage in any other non-related business activities during the course of the event. Failure to comply could cause possible expulsion from the show.