



# WaterFire Up & Around

Contemporary Fair

Saturday, October 12, 2013

1:00PM – 11:00PM

## Artist Vendor Application

Application Deadline: Monday, September 30, 2013

Notification of Acceptance Wednesday, October 2, 2013

Booth Fee Due: Friday, October 4, 2013

## Rules & Guidelines

The *Up and Around Contemporary Fair* showcases unique handcrafted artwork of all mediums. Vending spaces are limited and interactive exhibits strongly encouraged.

### Application Process

Artists wishing to apply for the *Up and Around Contemporary Fair* must submit the attached application form along with images of their work and booth display via:

- Email to [jen@waterfiresharonpa.org](mailto:jen@waterfiresharonpa.org)
- Fax 724 983 9044

### Booth Fees

All booth fees are \$80 and include access to electric for booth lights

Upon receipt of acceptance, a check or money order made payable to WaterFire Sharon in the amount of \$80.00 is required to secure your spot in the *Up & Around Contemporary Fair*. **All booth fees must be received or postmarked by October 4, 2013.** A \$25.00 return check fee will be charged for all returned checks. Due to the limited time between notification and exhibit, no vendor booth refunds will be issued.

Payment should be mailed or delivered to:

WaterFire Sharon Up and Around Contemporary Fair  
7 West State Street, Suite 301  
Sharon, PA 16146

### Vending & Check-In

Check-in begins at 9:00 a.m. A photo ID is required at that time. Booth numbers and other materials will be distributed at check-in. Please locate your booth area as quickly as possible. Once you unload you **MUST** remove your vehicle to the designated parking lot and then set-up at your leisure. All booths must be set-up by 12:00 p.m. (Noon).

Vending areas will open for set-up from 9:00 – Noon. All *Up & Around Contemporary Fair* booths must remain open from 1:00 p.m. – 10:00 p.m. All vendors must be torn-down by 11:30 p.m. Vendors will be given access to *Up & Around Contemporary Fair* vending areas for loading and unloading. A parking area will be provided.

### Rules

1. All submissions must be original, handmade work produced by the submitting artist.
2. If two or more persons collaborate to produce original work, each person must be identified on the application.
3. The *Up & Around Contemporary Fair* panel will determine acceptance and reserves the right to remove any work from the exhibit that has been misrepresented in the application process without refund of booth fee.
4. All artists must be present on site during the entire Festival.
5. The WaterFire Sharon *Up & Around Contemporary Fair* committee designates the placement of all vendors. Space locations cannot be guaranteed to any vendor.
6. *Up & Around Contemporary Fair* vendor spaces are 10'x10'. A booth shot must accompany the application showing a white tent. Tents larger than 10'x10' space provided will not be permitted. The art festival venue contains some gradual grade changes, so be sure to bring booth leveling materials in case they are needed for your booth location. **Tents are not available for rent during the *Up & Around Contemporary Fair* you must bring your own.**
7. All vendors must provide lighting for inside booth.
8. Vendors must provide their own booth display units and extension cords
9. Artists agree to allow WaterFire Sharon and *Up & Around Contemporary Fair* to use submitted images of work in promotion and advertising of WaterFire events.
10. Vendors are responsible for the collection and payment of PA sales tax. For more information please contact the Pennsylvania Department of Revenue Sales Tax Office.
11. By signing and remitting the *Up & Around Contemporary Fair* application form, the vendor agrees to abide by the *Up & Around Contemporary Fair* rules and guidelines. Any violation of the rules will result in removal from the WaterFire event without refund of booth fee.
12. Acceptance to the *Up & Around Contemporary Fair* cannot be reassigned to another vendor.
13. All applicants expressly agree to release the *Up & Around Contemporary Fair*, WaterFire Sharon, the City of Sharon and their agents from all liability for injury, damage or loss to persons or property.

Please Initial that you have read and agreed to the terms as stated above: \_\_\_\_\_



## Up & Around Contemporary Fair Artist Vendor Application

Artist Name(s) \_\_\_\_\_

Artist(s) Email \_\_\_\_\_

Artist(s) Contact Phone \_\_\_\_\_

Artist(s) Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Electric: Please indicate number of outlets needed and ampage of each**

1. Ampage Required \_\_\_\_\_ Type of plug \_\_\_\_\_

2. Ampage Required \_\_\_\_\_ Type of plug \_\_\_\_\_

**Please describe work to be sold and indicate how your work ties to the *WaterFire Sharon Up & Around Theme*:**

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Please attach four (2) images representing work that will be offered for sale and one (1) booth shot

Signature \_\_\_\_\_ Date \_\_\_\_\_