

37th Annual Art in the Park
October 4 & 5, 2008
Veterans Memorial Park, Sierra Vista, Arizona
Application Form

NAME: _____ ARIZONA TAX ID #(Required): _____

BUSINESS NAME: _____ PHONE: _____

E-MAIL ADDRESS: _____

MAILING ADDRESS _____

Circle the ONE MEDIA you in which you wish to be juried and listed under in our newspaper ads:

Baskets	Gourds	Pottery	Paper	
Gourmet Foods	Sculpture	Painting (Acrylic)	Candle/Lotion Soap	
Ceramics	Graphics/Printmaking	Painting (Oil)	Stained Glass	
Jewelry	Drawing/Pastel	Painting (Watercolor)	Tole/Folk/Country	
Fiber/Textiles	Leather	Painting (Mixed media)	Stone	Other (Specify)
Glass	Metalwork	Photography	Wood	

Describe your work: _____

Have you participated in previous Art in the Parks? _____ How many years? _____

Requested booth space number _____

I have read, understand and agree to comply with the rules set forth for Art in the Park listed on the enclosed Information Sheet. I CERTIFY THAT I WILL BE PRESENT, and all work to be displayed is original work or reproductions of original work DONE BY ME. (Original work means "NO copies from magazines, books, online images, or photographs taken by someone else.") I agree to hold the Huachuca Art Association (HAA) harmless for any loss or damage to personal property during Art in the Park.

DATE: _____ SIGNATURE: _____

ITEMS TO BE SUBMITTED OR ENTIRE APPLICATION WILL BE RETURNED

1. Application and signature on application. Arizona Tax ID# is mandatory, if selected.
2. Payment made out to Huachuca Art Association.
3. Photographs – 6 pictures of your work and 1 picture of artist. Must be 4"x6" or smaller)
4. Legal size (4 ½" by 9 ½" self-addressed stamped envelope (SASE).
5. \$175 for Art in the Park Booth (\$165 refundable if you are not accepted).
\$150 for Art in the Park Booth, if a 2008 member of the Huachuca Art Association (\$140 refundable).

MAIL TO: HAA/Art in the Park, P.O. Box 748, Sierra Vista, AZ 85636-0748 entry deadline, must be postmarked by May 30, 2008, to be consideredNOTE: The description and the photographs of your ORIGINAL work are all that are used by the jury to determine your score for acceptance into Art in the Park. Please, make your photographs clear and that they are a good representation of your work.

Instructions and Information

Arizona Tax Number: This is a Transaction Privilege Tax (Sales Tax) License issued by the State of Arizona

- Write to the State for a Business License with a Transaction (Sales) & Use Tax Number at: Arizona Department of Revenue, 1600 West Monroe, Phoenix, AZ 85007-2650, or call (800) 843-7196.
- You may visit their service centers at 1600 West Monroe, Phoenix, Tucson Government Mall, 400 West Congress, Tucson; East Valley, 3191 N. Washington Street, Chandler; North Valley, 2902 W. Agua Fria Freeway, Phoenix.
- Web Site: www.revenue.state.az.us. Select Forms, then Transaction Privilege (Sales). If you want a Business License to participate in the 2008 Art in the Park only, select Form for Special Event Licensing. If you are going to sell your merchandise at other events in AZ, select Business License Joint Tax Application, and check the Transaction Privilege Tax box on the form . This is probably the fastest way to obtain your forms and tax number.
- E-Mail Address: We will send notification of receipt of your application, alert you to when acceptance/standby notifications have been mailed, and other reminders via e-mail. Please add to your contact list: artinthepark8@msn.com

Media: Select only one. If you have two or more types of items, select the one you want to be juried under and listed under in our newspaper insert that lists all vendors. However, send pictures representing everything you plan to have in your booth.

GOURMET FOODS: All items must be pre-packaged and available for off-site consumption! If you have an item that is normally prepared on-site, please contact HAA President, Edie Manion, at 520-803-1262 or edieartist@cox.net and she will direct you to the appropriate person, about being sponsored into our Non-Profit Food Area.

Describe your work: Please provide a simple description of all of the types of items you make and will sell in your booth. This description and the photos of your work are all that the jury gets to see! We suggest at least 3-4 sentences, but no more than 2 paragraphs. The quality of your photographs definitely has an impact on your acceptance or not, so make them a good representation of your work.

Requested booth space number: List the booth number you'd like to have, whether you want to face north, east, or west (we have NO south facing booths); if you need to be next to someone; or if you need special consideration for such reasons as handicaps or allergies. We will make every effort to accommodate you, however, we do not guarantee your placement, we will do the best we can.

Date/Signature: Mandatory! You are promising to sell only items made by you! If you do not comply with this requirement, you will be asked to remove the items from your display and you may not be accepted into future Art in the Parks. Placing artwork or prints of artwork made by other artists into frames created by you does not qualify as being made by you.

Payment: Make checks or money orders out to Huachuca Art Association.

Check total:

\$175 for Art in the Park Booth (\$165 refundable if you are not accepted).

\$150 for Art in the Park Booth, if a 2008 member of the Huachuca Art Association (\$140 refundable).

Put the Membership Application in the same envelope as the Art in the Park Application Form, check photos, and SASE and mail to: HAA/Art in the Park, P.O. Box 748, Sierra Vista, AZ 85636-0748. All checks will be deposited upon receipt. If you are not accepted or must cancel at least 30 days before the event, your Art in the Park Booth Fee, minus our \$10 Jury Fee will be refunded. **DO NOT ASSUME THAT THE DEPOSIT OF YOUR CHECK INDICATES YOU ARE AUTOMATICALLY ACCEPTED INTO THE 2008 Art in the Park.**

CANCELLATIONS LESS THAN 30 DAYS PRIOR TO THE EVENT MAY NOT BE REFUNDED.

Photographs: It cannot be emphasized enough that good quality photos that highlight all types of your hand-made items can only be a benefit to you. All photos will be returned in the Vendor Packets issued at Art in the Park, or via your SASE if you are placed on our Standby List.

Postmark: Get your application packet in the mail by May 30, 2008. All applications received postmarked after that date will be considered for our Standby List.

Notification of acceptance should happen by July 1, 2008.

EXHIBIT SPACE:

Space size is approximately 15 feet across and approximately 35 feet deep. For safety reasons, if a vehicle is parked in your space after 8:30 am, it must remain there until closing time. Entrants with small RVs may stay overnight at their display area beginning Friday night. The front 10 feet of your space must be reserved for your display and canopy; no vehicles can be parked in that space. The fire lane may not be blocked at any time. If your vehicle does not fit in the remaining space, parking is available in other areas, FOR A FEE. Please help us insure that both your booth and your neighbor's booth can be seen by our customers. Double booths are not assigned and spaces are non-transferable. You may request to share a booth with another vendor; each must have a different tax

ID number and each vendor must pay a separate fee, but you will go through the jury process together.

- **RULES AND REGULATIONS:**

- All decisions of the in the Park committee are FINAL. All items for sale in your booth must be made/created by you.

- All exhibitors are expected to participate for the full two days, no early packing up.
- Art in the Park and Huachuca Art Association, Inc., (HAA) are not responsible for loss or damage incurred during the event. Security guards will be on duty from Friday evening to Sunday evening. Never the less, you are responsible for possessions left at your site after closing hours.
- There will be no rain dates and no refunds for No Shows. If a cancellation is fill by another vendor, you may receive a refund (depending on your cancellation date), minus our \$10 Jury Fee.
- No set up equipment will be provided. You will be responsible for the physical appearance of your booth area and expected to keep the area clean. Overhead covers are suggested.
- The State of Arizona mandates each exhibitor/booth will have an Arizona State Sales Tax number. The HAA, prior to the show, will submit a list of these numbers to the State. The responsibility for Sales Tax is between each vendor and the State of Arizona. See Application Form Instruction Sheet and Hints for instructions on obtaining this number.
- Sierra Vista has an animal ordinance. NO ANIMALS ARE ALLOWED IN THE PARK DURING SHOW HOURS. Due to this restriction and possibility of high temperatures with no electricity, please leave your pet at home. If you decide to bring your pet, it must be kept inside your RV and cannot be in the booth area.
- Only non-profit sponsored food vendors, in the designated food area, can prepare food on site.
- Assistance and money change (US dollar paper money for coins or bills) will be available at the HAA Information Booth.

HOURS OF THE SHOW:

Saturday 9:00 am to 6:00 pm

Sunday 9:00 am to 4:00 pm