

MEDFORD ARTS JURIED
FINE ARTS & CRAFT FAIR
Saturday April 30th, 2022



8 N. Main St. | Medford, NJ 08055 | MedfordArts.com | Boutique@MedfordArts.com | 609-654-6033

EXHIBITOR GUIDELINES AND REQUIREMENTS

You can find the Juried Fine Arts & Craft Fair application at MedfordArts.com/fine-art--craft-fair.html.

EXHIBITOR REQUIREMENTS

The following is required for your application:

All work must be original, handcrafted, created and exhibited by the approved artist themselves. Kits, imports, and mass produced items will not be tolerated. 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: Application processing & jury fee is a \$25 non-refundable application fee. Jury fees are non-refundable.

SHOW FEES: Please note that show fees are paid after you receive your invitation to the show. Your show fee/deposit indicates that you are accepting the invitation and being placed into the show. We must receive either the deposit or show fee right away **TO SECURE YOUR SPACE IN THE SHOW** after you receive your invitation.

Inaugural Year Price

10X10 Display Fee - \$85

6x7 Display Fee -\$45

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, MEDFORD ARTS CENTER. (all Medford Township, property owners, and associations) and all 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. Participants understand 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 canceled 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 the 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 fees and photos will be returned by mail, with the exception of the Application Jury Processing Fee. If accepted, Medford Arts Center has your permission to reproduce artwork, through the photographs you have submitted, for the purpose of advertising and marketing the Fair. Medford Arts Center 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 acceptance to Medford Arts Juried Fine Arts & Crafts Fair and payment in full of Display Space has your permission to reproduce artwork, through the photographs you have submitted, for the purpose of advertising and marketing the Festival and has your permission to publish photographs or videos taken of your booth, work and photos of you during the Fair for purposes related to promotion of the Fair, past or future.

UPON NOTICE OF ACCEPTANCE

CONFIRMATIONS: If you are accepted, additional show information such as lodging, parking, set-up times, directions, etc. will be included in your confirmation. This will be emailed to you upon receipt of your deposit or booth fee. Please review this information carefully as it includes important event details. Dates of Notification of acceptance will be posted on our website.

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: You are responsible for FULL PAYMENT of the show fee if cancellation is made for any reason less than 60 days prior to an ART show. Cancellations will be due in writing (email preferred) in our office AT LEAST 60 days prior to the show date. We understand that problems arise, and everyone cancels for reasons beyond their control; however, please understand there are NO EXCEPTIONS to this rule.

BALANCES/PAYMENTS: When paying your balance, include your full name on the check to avoid confusion. We accept checks, cashier's checks, money orders, cash or credit cards (Visa, Master Card, Discover and American Express). Make all checks, money orders and cashier's checks payable to **Medford Arts**.

- 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.
- If you are accepted into a show, the balance must be paid NO LATER than 30 days before the event.
- 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.** Medford Arts Center 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.
- Space Numbers page on our website the Thursday prior to the show supersedes the information on your confirmation. Be sure to check for updated information. If you do not have internet access, please contact the office for your space number.
- Management reserves the right to make final interpretations of all rules and regulations.
- Acceptance does not automatically mean your will be accepted into next year's fair. You must reapply and be juried into next year's fair.

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 2-3 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 & Crafts 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.