



# Sagebrush Arts Fest

## Exhibitor Information

### Dates/Times:

Friday, August 24th 10AM to 7PM  
Saturday, August 25th, 10 AM to 6PM

### Location:

Idaho State University campus off South 5th Avenue, an inviting park-like setting.

### Booth Space:

- ❖ Reserved on first come basis.
- ❖ No equipment or materials are provided; bring your own canopies, tables, chairs, etc. Be prepared for Idaho's changeable weather.
- ❖ No electricity is provided.
- ❖ Regular: Regular booth space is a generous 12' x 12'. One artist only per booth.
- ❖ Mini: For **Pocatello Art Center** members only. For those artists who prefer to display their work for sale on a smaller scale without the hassles of set up/take down, there are a limited number of spaces for rent under a large, open canopy.
  - \* Each space has three 8'h x4'w lattice panels of vertical space; floor space is 8' x 4'.
  - \* Two (and only two) artists may share a mini-booth space.
  - \* Each artist is responsible for hanging the art work; being present in the booth during fair hours; providing chair, table, etc.; removing art work overnight if necessary; providing protection for art work.

### Returning Exhibitors: (Special Due Date)

- ❖ Returning exhibitors need not repeat the jury process.
- ❖ Mail a completed application and appropriate fees by **July 20th**
- ❖ Booth fee:
  - ❖ PAC member: \$125.00; \$140.00 late
  - ❖ Non-member: \$150.00; \$165.00 late
  - ❖ Large SASE for return of receipts, etc.

### Acceptable work:

**Only original, handmade work is acceptable.** Jewelry made of plastic beads and embellishments is unacceptable. Reproductions, such as prints and cards, may comprise 40% of the artist's work. No commercial vendors or their representatives will be accepted. The displayed work must be consistent with that submitted to the jurors and must be suitable for family viewing. The **Pocatello Art Center** reserves the right to refuse entries. Decisions of the Jurors are final.

### First Time Exhibitors:

Provide the following information along with a completed application form or go to [zapplication.org](http://zapplication.org) to complete the process.

- ❖ Brief resume.
- ❖ Three photos of representative art work to be sold labeled with your name, size, and price of the item. Minimum photo size is 4" x 6". Because photos are a determining factor in your acceptance or non-acceptance, take them with care. No Slides. No scanned images printed on computer paper.
- ❖ Photo of booth set-up labeled with your name, if requesting a regular booth.
- ❖ Please make out your checks to **Pocatello Art Center**.
- ❖ Jury fee (non-refundable)  
\$35.00.00 due June 30th; \$40.00 if late
- ❖ Booth fee: due June 30th
- ❖ PAC member: \$125.00; \$140.00 if late
- ❖ Non-member: \$150.00; \$165.00 if late
- ❖ Mini-booth fee (1-member): \$100.00; \$115.00 if late
- ❖ Mini-booth fee (2-members): \$70.00 ea.; \$85.00 ea. if late
- ❖ **Pocatello Art Center** membership \$35/yr single, \$50/yr family; can be paid at time of application.
- ❖ Large SASE for return of photos; receipts, etc.

### Set-Up and Removal:

- ❖ Exhibitors may set up Thursday, August 23rd after 3:00 pm until 8:00 pm; or Friday morning between 7:00 am and 8:00 am. Must be ready for the public by 10:00 am.
- ❖ Exhibitors are encouraged to bring a hand dolly to facilitate unloading. **Driving on the grass is prohibited.**
- ❖ Limited assistance may be available for set-up and take down.
- ❖ Exhibitors may take down after 6:00 PM on Saturday

### Parking:

There is ample vendor parking near the fair. Please leave the parking spots directly adjacent to the fair for customers. Exhibitors' vehicles should be parked in the assigned lot by 10:00 am each day.

### Sales Tax:

Exhibitors are responsible for collecting and reporting 6% Idaho sales tax on each sale. Vendors will be provided a form for a temporary seller's permit.

### Security:

Security is provided Thursday and Friday nights; artists leave displays at own risk.

### Liability:

**Idaho State University** and the **Pocatello Art Center** and their staffs are not responsible for lost, stolen, or damaged property or personal injury resulting from participation in this fair.

### Acceptance Notices & Cancellations:

- ❖ Acceptance notices will be mailed as received in the SASE sent with your Application Form.
- ❖ Cancellations before July 27<sup>th</sup> incur a \$25 processing fee. No refunds after July 27<sup>th</sup>.
- ❖ The **final deadline** for accepting applications will be **July 31st, 2017.**

### Accommodation Suggestions:

- ❖ KOA Campground, 9815 Pocatello Creek Road (208) 233-6851
- ❖ Super8, 1330 Bench Road (1-866-378-7378)
- ❖ ISU's Pond Student Union has three guest rooms available (208) 283-2700.

### Questions?

- ❖ Call the **Pocatello Art Center (208)232-0970**
- ❖ **between 10 AM and 4 PM**
- ❖ **Or, Call Linda Groom (208) 251-4111**
- ❖ *Or* Check the Pocatello Art Center's Website [www.PocatelloArtCtr.org](http://www.PocatelloArtCtr.org)



# Sagebrush Arts Fest

(Please Apply to [ZAPP.COM](http://ZAPP.COM), This only an Alternate)

**Please Print**

Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

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

E-mail \_\_\_\_\_

Phone Home ( ) \_\_\_\_\_ Work ( ) \_\_\_\_\_

**Exhibit Category:**

Circle the category which best represents your work and which will be juried for exhibit. Add a description if appropriate.

- |             |           |                 |
|-------------|-----------|-----------------|
| Baskets     | Ceramics  | Drawing/Pastels |
| Fiber       | Glass     | Jewelry         |
| Leather     | Metal     | Mixed Media     |
| Painting    | Paper     | Photography     |
| Printmaking | Sculpture | Stone           |
| Toys/Games  | Wood      | Wearable Fiber  |
| Other _____ |           |                 |

I have reviewed the **Criteria for Acceptable Work** (p.1 of this application). My products meet these criteria.

I have chosen:

- Regular Booth Space (limited to one artist only)
- Mini Booth Space under the canopy for one,
- I will share this space with . . . \_\_\_\_\_  
they will send a separate application and/or jury form; each of us will pay \$70.00.
- I will not share this space.

**Special Accommodations:**

We will make every effort to accommodate special needs requested by vendors.

Describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I am enclosing:** (Please check applicable items)

**First time applicants only:**

- Completed and signed Application Form
- Brief resume
- Three photos (**no slides**) of items to be juried
- Photo of booth set-up
- Large SASE for receipts & return of photos
- \$35.00 non-refundable jury fee;  
**\$40.00 after July 1st**

**All applicants:**

- Regular Booth Fee for PAC Members \$125.00 **\$140.00 after July 1<sup>st</sup> or (July 24<sup>th</sup> see Exhibitor Information)**
- Regular Booth Fee for non-member \$150.00; **\$165.00 after July 1<sup>st</sup> or (July 24<sup>th</sup> see Exhibitor Information)**

**Mini-Booth Fee PAC members only:**

- One artist: \$100.00/ **\$115.00 after July 1<sup>st</sup> or (July 24<sup>th</sup> see Exhibitor Information)**
- Two artists: \$70.00 each/**\$85.00 after July 1<sup>st</sup> or (July 24<sup>th</sup> see Exhibitor Information)**
- PAC Membership dues: \$35/single; \$50/family

Please make your checks payable to **Pocatello Art Center.**

## Exhibitor Contract and Hold Harmless Agreement:

Exhibitor must be in attendance and his/her booth must remain intact during the fair hours. All work displayed must accurately reflect that represented in the jury process.

In no event will **Idaho State University** or **Pocatello Art Center**, their agents, employees or other representatives be liable or held accountable to Exhibitor for any loss, interruption of business, or any direct, indirect, special, incidental or consequential damage of any kind, harm or injury to the person or property of Exhibitor resulting from theft, fire, water, accident or any other cause, regardless of the form of action whether in contract, tort (including negligence) or otherwise.

The **Pocatello Art Center** reserves the right to

photograph exhibited work and to use these photographs for reproduction in printed materials and for any publicity purposes.

Drugs and alcohol are not permitted on the ISU Campus. The Fest is a smoke free area.

I have read and understood the above information.

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

Mail to: Linda Groom  
2018 Application  
6281 Indian Tree Lane  
Pocatello, ID 83204  
Phone: (208) 251-4111