



# 2009 LARAC FESTIVAL APPLICATION, INFORMATION & GUIDELINES

APPLICATION POSTMARK DEADLINE: **August 31, 2009**

NEW  
LOCATION!

**27th Annual Fall Arts Festival: November 7-8, 2009**  
**Adirondack Sports Complex, 326 Sherman Ave., Queensbury, NY**  
[www.adirondacksportscomplex.com](http://www.adirondacksportscomplex.com)

This is a well-established and respected pre-holiday juried art and craft show featuring at least 50-75 artists. Admission is charged (general \$4, children under 12 free), and attendance is about 2,500.

***Saturday 10 am - 5 pm, Sunday 10 am - 4 pm***

Festival offers on-site Grill and Deli with optional delivery to your booth!

We promote the Fall Festival via the Arts Council's Newsletter, kiosks, and website; also through press releases, radio advertising, a radio remote broadcast the morning of the first day, television appearances by LARAC staff, local and regional daily and weekly newspaper advertising, flyers, and feature stories.

A full-page advertisement in the local weekly newspaper (circulation 25,000) serves as the program, and is also handed out free at the festival.

*LARAC staff refers Fall Festival artists all year long.*

## **POLICIES**

The LARAC Festival Policies are strictly enforced. A full listing of our policies is available by request or on our website: [www.LARAC.org](http://www.LARAC.org). A SUMMARY of the LARAC guidelines and standards is as follows:

### **JURYING:**

Jurying for both the June and Fall Festivals is done by panels of experts from each category who see only exhibitors' slides and photographs. Supply invoices may be requested by jury panel for further verification of handcrafting. LARAC staff will sit in with jurors and provide additional information from the application.

### **LATE APPLICATIONS:**

Applications placed and received AFTER the postmark deadlines will be assessed an additional **\$15 handling fee**.

### **NOTIFICATION of PARTICIPATION IN LARAC FESTIVALS:**

Notification of participation in LARAC 2009 Fall Festival is made by September 30, 2009.

### **ELIGIBILITY:**

LARAC Festivals are open to all fine art and craft artists with no geographic or membership restrictions.

### **ARTIST ON SITE**

LARAC requires the artist/craftsperson who actually created the work to be on site at all festivals. No agents, dealers, or representatives may attend in place of the artist. Photo ID may be required to assure compliance with this policy. Commercial studios involved in volume production are not eligible for participation.

### **STANDARDS:**

1. All work displayed for sale must be of the artist's original design and handcrafted/executed by the artist/exhibitor.
2. Work should demonstrate skill and mastery of the medium.
3. Traditional crafts should be historically correct and well executed.
4. Reproductions of original work must involve handwork or direct supervision by the artist.
5. The following are **NOT ACCEPTABLE**: Embellished items; Decoupage, Direct Buy/Resell items; Objects made from commercial kits, molds, or patterns; Imported or manufactured goods. **SUPPLY INVOICES MAY BE REQUIRED IF JURY MEMBERS NEED FURTHER VERIFICATION OF HANDCRAFTING !!!**

### **IMPORTANT, PLEASE READ: NON-SCREENED WORK:**

Art or craft, which was not included in the original jurying and is brought to the show, must be of the exact same caliber and quality as the work that was juried. During or after booth set-up, LARAC reserves the right to require the removal of any work not consistent with the juried work. If vendor does not comply, LARAC reserves the right to require removal of vendor and his/her booth entirely from the show.

### **TAX IDENTIFICATION REQUIRED ON APPLICATION**

All Exhibitors must have a NYS Sales Tax number clearly visible in their booth and collect applicable NYS Sales Tax (7% general merchandise and 3% clothing.) For a vendor application, contact NYS Dept. of Taxation & Finance—Sales Tax Unit, WA Harriman Campus, Albany, NY 12227-0155; calls within NYS: 800-225-5829; calls outside NYS: 518-485-6800.

### **SECURITY**

LARAC's June Festival is held in a city park next to the police station; however, the liability of all goods left overnight rests with the exhibitor. The Fall Festival is held in a secured indoor location.

### **PETS**

Pets are not allowed in exhibitor booths. Please do not bring them to the show.

### **ACCEPTANCE POLICY**

Once accepted into the festival, you will be invoiced for the booth fee balance due.

FALL Booth Balance in FULL is due by: **OCTOBER 1, 2009**

### **CANCELLATION POLICY**

Cancellations after the final cancellation date, whether cancelled by the vendor, or by LARAC in the event of booth non-payment, do not receive any refund of any kind.

FALL Booth Final Cancellation Date: **OCTOBER 15, 2009**



## VI.

### BOOTH INFORMATION:

*Request your booth size by providing a sketch of your space below.*

*Note: Please indicate width, length, height, selling side(s).*

*Most booths have very limited or no storage space alongside or behind them.*

<b>Booth Price:</b>	<b>\$225</b>	<b>10x10</b>	<input type="checkbox"/>
	<b>\$400</b>	<b>20x10</b>	<input type="checkbox"/>
<b>Electricity Request:</b>	<b>\$ 25</b>		<input type="checkbox"/>

**10 x 10**

**20 x 10**

Please sketch your booth layout:  
location of tables, backdrops,  
height, etc.

## VII.

### PAYMENT OPTIONS & FESTIVAL AGREEMENT

Application Fees	Amount	Payment
Jury Fee (per show)	\$15.00	\$
Late Fee (if rec'd after postmark deadline)	\$15.00	\$
Booth Deposit	\$50.00	\$

Check \_\_\_ Money Order \_\_\_ MasterCard \_\_\_ Visa \_\_\_  
(Payable to LARAC)

Card # \_\_\_\_\_

Exp. Date (Mo. \_\_\_ Yr. \_\_\_ ) V-Code \_\_\_\_\_

Signature: \_\_\_\_\_

By signing, I am stating that I have read and agree to comply with the LARAC Festivals GUIDELINES AND POLICIES. I understand that jury fees are non-refundable. The booth deposit will be returned if I am not accepted. As the creating artist, I agree to be present and on site for the duration of the LARAC FESTIVAL.

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

## VIII.

### CHECKLIST: before mailing, be sure that you have included:

- \_\_\_ Three images (CD preferred) of work, and an image of workshop/works of art in progress requested.
- \_\_\_ Two Samples (Food items, Soaps, Lotions, and Candles)
- \_\_\_ Completed Application (Sections I-VIII including payment information)
- \_\_\_ Payment (includes application jury fee, booth deposit of \$50, & late fee if applicable)