



2008-2009 LARAC FESTIVALS APPLICATION, INFORMATION & GUIDELINES

FALL APPLICATION POSTMARK DEADLINE: **August 31, 2008**
SPRING APPLICATION POSTMARK DEADLINE: **February 28, 2009**

26th Annual Fall Arts Festival: November 8-9, 2008, Adirondack Community College

This is a well-established and respected pre-holiday juried art and craft show featuring 50-60 artists. Admission is charged (general \$4, children under 12 free) and attendance is about 2,500.
Saturday 10 am—5 pm, Sunday 10 am—4pm

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

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

38th Annual June Arts Festival: June 13-14, 2009, Glens Falls City Park

The LARAC June Arts Festival is considered the first major summer event in the Glens Falls region, drawing crowds of more than 20,000. With the juried art and craft show as its centerpiece, the LARAC June Arts Festival also offers food concessions by local non-profits, and activities for the whole family.
It is free and open to the public, 10 am—5 pm both days, Rain or Shine.

We promote the Festival via the Arts Council's Newsletter, kiosks, and website; also through press releases, radio advertising, television appearances by LARAC staff, local and regional daily and weekly newspaper advertising in the Albany region, Glens Falls, Saratoga, Lake George and Vermont, flyers, and feature stories.

A 20-page tabloid program is inserted into the daily newspaper the day before the festival (circulation 34,000) and is handed out free at the festival.

LARAC staff refers June 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. 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. 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 2008 Fall Festival is made by September 30, 2008. Notification of participation in LARAC 2009 June Festival is made by March 31, 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; Direct Buy/Resell items; Objects made from commercial kits, molds, or patterns; imported or manufactured goods.

NON-SCREENED WORK

Art or craft, which was not included in the original jurying and is brought to the show, must be of the same caliber and quality as the work that was juried. LARAC reserves the right to require the removal of any work not consistent with the juried work.

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, 2008**

JUNE Booth Balance in FULL is due by: **MAY 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, 2008**

JUNE Booth Final Cancellation Date: **MAY 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 storage space alongside or behind them. There is NO electricity at the June Festival. The June Festival is Rain or Shine.

Please provide cover for yourself. Your entire booth/tarp must fit inside the designated area.

A. June Festival Booth

- | | | | |
|---|-------|-------|--------------------------|
| a.– 10x10G (located on an interior aisle of grass) | | \$240 | <input type="checkbox"/> |
| b.– 10x10S (located with one selling side along sidewalk) | | \$265 | <input type="checkbox"/> |
| c.– 20x10G (located on an interior aisle of grass) | | \$490 | <input type="checkbox"/> |
| d.– 20x10S (located with one selling side along sidewalk) | | \$515 | <input type="checkbox"/> |

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

a. <div style="border: 1px solid black; width: 100%; height: 100%;"></div>	b. <div style="border: 1px solid black; width: 100%; height: 100%;"></div>	c. <div style="border: 1px solid black; width: 100%; height: 100%;"></div>	d. <div style="border: 1px solid black; width: 100%; height: 100%;"></div>
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sidewalk

sidewalk

- e.– Corner Spot Request..... additional \$25

B. Fall Festival Booth

- | | | | |
|---|-------|-------|--------------------------|
| a.– 10x10 (only 8 available—first come, first served basis) | | \$225 | <input type="checkbox"/> |
| b.– 8x10 (all other booths) | | \$175 | <input type="checkbox"/> |
| c.– Electricity Request (limited availability) <input type="checkbox"/> | | | |

<input type="checkbox"/>
<input type="checkbox"/>

VII. PAYMENT OPTIONS & FESTIVAL AGREEMENT

Application Fees	Amount	Payment
Jury Fee (per show)	\$15.00	\$
Late Fee <small>(if rec'd after postmark deadline)</small>	\$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, slides, or photographs)
- ___ Samples (Food and Soaps/Lotions)
- ___ Completed Application (Sections I-VIII including payment information)
- ___ Payment (includes application jury fee, booth deposit of \$50, & late fee if applicable)