



WHAM Art Association, Inc.
19675 Cobblestone Ct.
Surprise, AZ 85374

October 1st, 2011

Connie Whitlock
Director of Art Is Alive In Surprise Community Arts Festival
623-640-5229 (message phone)
Email address: WHAMart@aol.com

Hello Artists, and other Vendors:

WHAM is proud to announce the 1st annual "Art Is Alive In Surprise" Art Festival to be held the weekend of **March 31/April 1st, 2012**. The festival will be held at 15960 N. Bullard Avenue at the Field of Dreams Park surrounding the grassy area behind the Library and around the lake. This event will be tied to the Spring Training Baseball schedules and is just across the street from the Surprise Baseball Stadium. With the diverse population in the Northwest Valley of over 300,000+ to draw from and many from outside the state attending the baseball games it is expected to draw thousands of people.

Our purpose, for the proposed "Art is Alive in Surprise" Art Festival is to found an arts partnership with local arts, small businesses, community performing groups, and the City of -Surprise through an annual event that helps the local residents realize a sense of uniqueness and pride in their community and has a sustainable regional economic impact.

This is a great opportunity to display and sell work in a widely advertised show at the beautiful setting of the Library Lake and baseball Field of Dreams site in Surprise. We will have performing arts throughout the day with local musicians, dancers, liturgists, and a student art exhibit. The residents will be invited to participate in creating a handmade tile for a community mural to be installed in one of the Surprise Parks. The focus of the "Art is Alive In Surprise" will be on YOU, the local Arizona artist.

WHAM Art Association, Inc. has 100 juried, outdoor 10 x 10 foot spaces available for artists at \$100.00 each. Enclosed is an application and rules to reserve your space (please feel free to copy any or all of the application). The artists and other vendor's applications are separate from the food vendor booths, so fill out the application that applies to your needs.

The cut-off date for reserved spaces is January 31st, 2012 on a first come first serve bases. Enclosed are the rules for artisans and other vendors, along with information for food vendors.

Sincerely,
Connie Whitlock
WHAM President/ Event Director

BE SURE TO READ THE RULES

1st ANNUAL
“ART IS ALIVE IN SURPRISE”

Community Arts & Crafts Festival
Sponsored by the **WHAM ART ASSOCIATION, INC.**

Supported by
City of Surprise Community & Recreation Services and Surprise Arts & Cultural Board

Email address: WHAMart@aol.com or Web Site: www.WHAM-art.org

Phone : 623-640-5229 for Festival Director: Connie Whitlock

RULES:

Set – up: Starts at 9:00 a.m., Friday, March 30th, 2012. Check-in (WHAM booth at Field of Dreams Stadium). Show Times: 9 am to 5 pm on Saturday, March 31st and Sunday, April 1st. Breakdown only after 5:00 pm on Sunday. YOU MUST EXHIBIT BOTH DAYS. A space Layout map is attached.

This is our first year of sponsoring Arts and Crafts of Excellence during the “ART IS ALIVE IN SURPRISE” Arts & Crafts Festival. Applicants must provide three photos of your work (photos are not returned), plus a photo of your set up display. A jury of professional artists and crafts persons judge and approve submissions, based upon appearance, uniqueness, originality, quality and display of your work. You must have performed the making of your work.....No mass-produced, resale, imported, kit, or manufactured product is accepted. The decision of the Jury is final. If approved you will receive a receipt for fees, an acceptance letter, a list of motels/RV parks and restaurants. If rejected you will receive your entrance fees back in a timely manner.

SPACE ASSIGNMENTS: Spaces are 10 ft X 10 ft and reserved on a first come first serve bases. From the site map you may choose a section you would like to be in and we will try to accommodate your request. The sections are identified by section numbers and grouped depending on product type, artwork, and requirements for electricity. (Additional \$20.00 for electricity for artists and \$40.00 for food vendors). You will receive your space number and a parking pass along with approval of entry. Two or more persons may share a space – there is a \$15 fee for each additional person. Their names must be on the application, and their Arts & Crafts must be juried. **WHAM reserves the right to change or modify space locations.**

Applications for the Art Festival are accepted anytime with a deadline of January 31st, 2012. Beginning October 30th, acceptance notifications will be sent out according to postmark date received, along with your space number and a parking pass. You will receive Business License permit at check-in.

SPACE FEES ARTISTs and OTHER VENDORS: \$100.00 for each 10’ X 10’ space, WHAM members \$90.00. Add \$15.00 for each additional artist sharing the same space and furnish all artist’s names, tax ID’s, pictures of artwork. Add \$25.00 if application is postmarked after January 31th, 2012 as late fee. Special-event Town Business Permits are provided to each artisan. Applications for the show are accepted anytime during the initial application date and up to 2 weeks before the event *if space is available*. Space assignments begin October 30th, 2011.

SPACE FEES FOOD VENDORS: \$150.00 for each 20’ X 15’ space ...picnic tables for patrons provided.

ART Groups may choose to reserve one or two spaces that are 10’ x 10’ each at \$100 per space, with the understanding that each member who wishes to participate within that group is limited in pieces and must pay an additional \$10.00 per person who wishes to show. The Art Group is responsible for accumulating artists work, sending a picture of artists work, and sending all entry fees under one application. For more information call Connie Whitlock.

HOLDS HARMLESS: Accepted vendors are required to sign a holds harmless agreement with WHAM Art Association and The City of Surprise while they are on the Festival Site. Also a statement that filmed or pictures of their booths may be taken during the event can be used in future advertising. See the RELEASE at the end of the application which must be signed and dated.

DISPLAY: Artists must be present. Artist provides entire display and is responsible for it in case of loss or damage. Display must be sturdy, safe, clean, and tidy. **For tents you must weigh the display cover down no staking the cover into the lawn.** All work, displays, and storage must stay within designated space – no extending outside your space. You may put boxes behind your tents if they are covered with tarp or like product. You must leave your area clean after the show.

SALES: You are restricted to selling only those items listed on your application. Photos submitted with application must represent your display at the event. Misrepresentation of display or products, or non-compliance with our rules, will result in disqualification from future events. Artisans may not solicit or approach patrons outside of their booth area. You must have an Arizona Sales Tax ID and are responsible to collect and pay it.

At the time of check-in a one-time City Business License will be given to each participant and must be displayed in your tent space where it is visible.

PROHIBITED: Alcohol, animals, resale items, commercial-looking signs, odor, or noise production.

REFUND POLICY: \$90 for each space up to January 31st, 2012. (\$10.00 retained for handling charge). Thereafter, \$80 *if space is resold* (\$20.00 retained for handling charge). No refunds after the deadline date if not sold. **No refund if weather related.**

PARKING: Artisans must park in designated areas at the Field of Dreams Site, or other places identified at check-in time. Display the parking pass in your vehicle window. All parking is free. *Vehicles must be removed from public parking area by 8:30 am each morning during the show.*

SET UP: Unload quickly beginning at 9:00 am until 4:00 pm on Friday, and move your vehicle to the designated parking for vendors. Place parking permit in window of your vehicle. Check-in at the WHAM booth by the Field of Dreams baseball field for site information when you arrive.

MISCELLANEOUS: There will be a “Best Booth” recognition on Saturday morning to be displayed during the Festival. Recommended attire is neat and clean clothing. WHAM reserves the right to make final interpretation of all rules.

SECURITY: There will be security between 5:00 pm and 9:00 am Friday night thru Saturday morning and again on Saturday night thru Sunday morning. **WHAM Art Association and the City of Surprise are not responsible for any injury to you, your display, or your vehicles. You must carry insurance.**

NO SHOW/EARLY DEPARTURE: If your space is unoccupied by 9:00 am Saturday it may be given away – no refund. If you leave before 5:00 on Sunday we will eliminate you from future events.

TAX Number: To apply, write to Arizona Dept. of Revenue, License & Registration, 1600 W. Monroe, Phoenix, AZ 85007-2650. Be sure Surprise is included in your state tax application.

Make checks out to WHAM Art Association and mail to: 19675 Cobblestone Ct., Surprise, AZ 85374.

**APPLICATION JURIED ARTIST'S and OTHER VENDORS
ART IS ALIVE IN SURPRISE ARTS FESTIVAL**

Sponsored by the **WHAM ART ASSOCIATION**

Supported by

City of Surprise Community & Recreation Services and Surprise Arts & Cultural Board

Email address: WHAMart@aol.com or Web Site: www.WHAM-art.org

Phone : 623-640-5229 for Festival Director: Connie Whitlock

NAME: _____

Mailing/Business Address: _____

City: _____ State: _____ Zip: _____

Business Name: _____

Home Phone: _____ Cell Phone: _____

Emergency Contact & Phone # during Show: _____

Vehicle License Plate & State _____

E-Mail & WEB site: _____

Arizona State Tax No. (Required for Retail Exhibitors) _____

List your preferred Section that you would like to be placed at: **(See Map of Site)**

(1st choice _____) (2nd choice _____)

Spaces assigned according to type of artwork and products displayed also electrical needs.

___ Booth space 10' X 10' fee _____ along with additional person _____

___ Yes I will require electricity (\$20.00 addition fee for 2 days)

DESCRIBE YOUR ARTWORK/Or PRODUCTS ON EACH TYPE of ITEM.

DISPLAY and SALES ARE LIMITED TO SAME. May be continued on back.

Section 1 – Space #'s 1 through 33 WILL have electricity availability and grouped as ARTS & CRAFTS.

Section 2 & 2A – Space #'s 34 through 47 NO electricity availability and grouped as Commercial Vendors. Space # 48 through 71 No electricity and grouped as ARTS & CRAFTS.

Section 3—Spaces #'s 72 through 87 NO electricity and grouped as Southwestern ART

Section 4—Spaces #'s 88 through 100 NO electricity and grouped as Children's and Young people's Products.

APPLICATION FOOD VENDORS
ART IS ALIVE IN SURPRISE ARTS FESTIVAL

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City of Surprise Community & Recreation Services and Surprise Arts & Cultural Board

Email address: WHAMart@aol.com or Web Site: www.WHAM-art.org

Phone : 623-640-5229 for Festival Director: Connie Whitlock

NAME: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Tent Color/ Vehicle Appearance: _____

Business Type: _____ Ownership Type: _____

Maricopa County Health Permit: _____

Transaction Privilege Tax (TPT) License #: _____

(Please submit a copy of your TPT license or give confirmation # if processing)

Vendor Description: Must include a picture of items:

___ \$150.00 per Vendor Space 20' X 15' (space maybe as large as 25 feet wide)

Cooking must not be under canopy of food vendor.....food service must be under canopy. Picnic tables will be provided near food vendors booths. Propane and gas cookers allowed but must be secured away from public.

___ Yes, I will need electric (\$40.00 additional fee for 2 days)

An event committee will review all applications and select Vendors. Please provide picture of your display and 3 jpgs of your products. **All other vendors must have products that are made by hand and in Arizona, no commercially produced products will be allowed.** Only approved items may be displayed, you will be asked to remove all other items. Total show fee will be returned if not accepted. All decisions made by Event Committee are final.

Vendors will be in designated areas based upon electrical requirements and product types. Special requests for vendor locations will be considered but are not guaranteed. See map.

Refer to Rules for other information regarding the event, if further information is required feel free to contact Connie Whitlock at 623-640-5229 or WHAMart@aol.com.

I have enclosed:

- _____ Completed/signed application according to Vendor type.
- _____ Photos of work (3) and (1) of display
- _____ Check for fees, please underline or highlight fees you have included: Space, Additional person, Late fee. No credit cards will be accepted for entry fees.
- _____ Self-addressed envelope with postage.

RELEASE

The undersigned does hereby discharge, release, and hold harmless, WHAM Art Association, Inc., their volunteers, all sponsoring organizations, The Surprise Chamber of Commerce, its officers, employees, board members, and agents, The City of Surprise, its City council, employees, and agents, The Citizen Patrol and their agents 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 and/or persons who are assisting, as well as any bodily injury or property damage to other parties as a result of the undersigned's products or actions, while in possession or under the supervision of WHAM ART ASSOCIATION, Inc. I hereby consent to the enforcement of all rules and guidelines. Furthermore, the undersigned artist hereby certifies that all display work is **handcrafted** and created by the seller. This contract is non-cancelable and non-transferable after the refund date. There is a \$25 fee for all returned checks. WHAM Art Association, Inc. has my permission to reproduce my artwork, through photos I have submitted, for the purpose of advertising the festival. WHAM Art Association, Inc. also has my permission to publish photographs taken of me, my booth, and my artwork during the festival for purposes related to the promotion of the festival, past or future. WHAM Art Association, Inc. reserves the right to disqualify any exhibitor for failure to comply with their rules and regulations. I understand that WHAM Art Association, Inc. reserves the right to make final interpretation of all rules. I will use weights to adequately secure my display. I have read the RULES either on the Website or those received with a mailed application.

Signature: _____

Date: _____

Mail application and make check payable to: WHAM Art Association, 19675 Cobblestone Ct., Surprise, AZ 85374.



- Section 1 --- Space #'s 1 – 33 – grouped as ARTS & CRAFTS
- Section 2 split into 2 and 2A--- Space # 34 – 47 grouped as Commercial Vendors
- Section 2A --- Space # 48 through 71 grouped as ARTS & CRAFTS
- Section 3 ---- Space #'s 72 through 87 grouped as Southwestern Art
- Section 4 ---- Space #'s 88 through 100 grouped as Children & Young People's Products.