



2021 Application Regulations

60th Annual Art in the Park Festivals

The Chaffee Art Center invites you to apply to our 60th Annual Summer and Fall Art in the Park Festivals featuring fine artists and craft persons, Vermont vineyards/breweries/distilleries, specialty foods, kid's activities, and musical entertainment. Shows will be held rain (snow) or shine in Main Street Park at Junction of Routes 4 & 7 in Rutland, Vermont. Estimated attendance 6000+. Shows draw attendees from Vermont and adjacent states plus tourists who travel to/through Vermont. Exhibitors consistently report good sales and a high degree of satisfaction with the events.

NOTE: 2021 Exhibitors who bring in a NEW exhibitor who has never done either show before will receive \$25! "Recruiting" exhibitors name must be written on the New Exhibitor's application to be eligible.

APPLICATION FORMS: Application form may also be downloaded at www.chaffeeartcenter.org.
\$25 Early Bird Discount if apply by April 1, 2021.

	<u>Art & Craft Exhibitors</u>	<u>Food Vendors</u>
<u>BOOTH SPACE SIZES:</u>	Outdoor 10' x 12' deep \$250	Outdoor 10' x 12' deep \$250
	Outdoor 20' x 12' deep \$375	Outdoor 20' x 12' deep \$400

BOOTH SPACES: If accepted to the show, you agree to the space you are assigned. No booth changes are allowed and *only one exhibitor per space*. Outdoor booth spaces are laid out around permanent park fixtures (trees, branches, sloping ground). If you have special needs, please indicate needs on your application. A \$25 premium fee is charged if you request a preferred booth space (i.e. corner, specific booth number and location, etc.) It is first come, first serve, and as always we will try our best to place you in or near a requested spot. If there are changes in the park such as tree plantings, some spaces may be adjusted from where they were previously mapped.

Please bring protective covering for your booth as the shows are held rain, snow or shine. Electricity is available for an extra charge of \$45 per booth (non-refundable) and is limited to one electric plug-in per space. Electricity is assigned on a first come, first serve basis in spaces around the gazebo. Exhibitors must supply their own electric cords. High voltages cannot be accommodated. No other electricity or generators are permitted for art and craft exhibitors.

ELIGIBILITY GUIDELINES:

1. **All potential new exhibitors will be juried.** The Art in the Park Festivals are dedicated to high quality art and craft products. We are looking for fine art of any media and handcrafted items of good taste and high quality. Originality of design and function are the factors most sought by our jurors. No kits, commercial molds, imports, manufactured or mass-produced items, or buy/sell items allowed - original designs only. Failure to adhere by this rule will be grounds for expulsion and elimination from future shows.
2. Work shown in digital images must be representational of the work being exhibited and must be made by the applicant/exhibitor. Sale and/or display of work in a category other than the one in which the artist was accepted for is prohibited.
3. "Sale" signs are prohibited. Show specials, seconds, and discontinued items allowed.
4. Eligible categories to include but not limited to: Fine Art, Ceramics, Fiber, Floral, Glass, Jewelry, Metal, Musical Recordings, Photography, Wood, Mixed Media, Specialty Foods, Vermont - Wines, Beers and Spirits. Number of exhibitors per category limited; applications are juried on a first come, first serve basis until a category is full.
5. **Vendors giving out Food or Beverage samples must provide a rider on their insurance naming the RAAA/Chaffee Art Center as additional insured during AIP participation. It is due three weeks before AIP.**

DIGITAL IMAGES: New vendor applicants need to email three professional quality digital images of their work, plus one digital image of their booth. Images need only be submitted once per year. If sending a CD please write your name on the CD or CD case, CDs will not be returned. Email: artinthepark@chaffeeartcenter.org

PARKING REGULATIONS: Parking rules must be strictly adhered to as shows are held in the middle of the City of Rutland and parking is limited. The City of Rutland and the Art in the Park committee therefore insist that after exhibitors set up, they move their vehicle to the parking area(s) specified. **Please note that you may not drive on the grass or asphalt bike path.** **Parking around Court Square is available for customers during show hours.** We have added Exhibitor designated parking areas. Note: We do keep an inventory of license plates and will request vehicles be moved during show hours.

DEMONSTRATIONS: Artists are encouraged to demonstrate their art or craft, if possible. An engaged attendee buys.

HOURS:

NEW for August 14 & 15...Saturday 10am to 6pm and Sunday 10am to 4pm.

October 9 & 10...Saturday 10am to 5pm and Sunday 10am to 4pm.

SET UP/TEAR DOWN: Exhibitors must be set-up and ready for the public a half hour before festival starts and remain until close of show each day. Exhibitors MUST attend each day. No-shows and exhibitors who dismantle their booth set-up early for any reason including weather will jeopardize their acceptance to future shows. If there is an emergency or if extenuating circumstances arise prior to the close of the show; please go to the Chaffee tent to notify us BEFORE disassembling your booth.

REFUNDS/WITHDRAWALS: Your check will be deposited when received. **BOOTH FEES ARE NON-REFUNDABLE.** Booth Fees will only be refunded if you are not juried into the show.

SECURITY: Overnight security will be provided Friday and Saturday nights; however, **the Rutland Area Art Association/Chaffee Art Center will not be held responsible for any damage or theft to your booth or merchandise.**

SALES TAX: You are responsible for collecting and paying Vermont State Sales Tax. Vermont tax representatives randomly check shows. For a Vermont Sales Tax Number, call/write Vermont Dept. of Taxes, Business Tax Division, 109 State Street, Montpelier, VT 05609-1401. (802) 828-2551.

Please note that last year's two "Art in the Park...pandemic style" Festivals looked a bit different, but went well with many exhibitors reporting very successful results.

Due to the uncertain times, below is the criteria used last year for your knowledge in the event that we will need to follow these procedures again.

Last year 2020 Festivals:

- **The limit is 150 people in Main Street Park at a time (not including volunteers, staff, or exhibitors).**
- **There will be one entrance (West Street) and one exit (Route 7) in communication with each other to monitor attendee numbers, both with hand sanitizing station.**
- **Booths will be at least 6 feet apart.**
- **Arrows will direct visitors on one-way flow.**
- **Masks are required to be worn by everyone attending the Festival including but not limited to exhibitors, volunteers, staff and the public.**
- **No kids activities or public restrooms will be offered for the August Event. There are restrooms in the Chaffee Art Center available for exhibitors.**
- **Vendors will be offering food, but without seating to encourage attendees to move through the festival.**
- **Musical performers will be in the gazebo which will be roped off.**
- **Dogs must be on leashes and practice social distancing.**
- **Exhibitor coffee and donuts will not be offered, however, a \$5 voucher will be included in packet given out upon arrival to be used at Yellow Deli or Rollin Rooster during the August event.**
- **We encourage each exhibitor booth to have hand sanitizer for attendees to use.**

- Curbside pick-up will be offered for those not comfortable attending by purchasing from a specific exhibitor on their website ahead of time. Arrange with your customer for a time to pick up and let Chaffee know so we can help distribute. Pick up will be by the West Street Entrance beside the bank.
- We are planning to offer a SILENT AUCTION online as well. There will be a link on our website to bid on handmade art and crafts.
- We are focusing on getting the word out through print, radio and social media promoting the event. Follow us on Facebook and Instagram. Please share with your customers, family and friends! Link our website with yours www.chaffeeartcenter.org.
- Exhibitor Amenities:
 - Volunteers...we hope to have volunteers to help but more difficult due to social distancing.
 - Hotline (use if need arises for booth sitter or in emergency) 802-353-6605
 - Chaffee Buck\$ that attendees spend in the park during the shows
 - Chaffee storage for back up merchandise (arrange prior to set up date)
 - \$5 voucher to use at food concessions
 - Overnight security
 - Nearby Vendor parking areas
 - \$25 per referral (see details)
 - Weblink from Chaffeeartcenter.org to your website FREE

CONTACT INFORMATION:

Sherri Birkheimer Rooker

Cell 802-353-6605

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