

Help Center's 33rd Annual Holiday Festival of the Arts



November 26 & 27, 2010
Gallatin Country Fairgrounds

We invite you to apply for our juried arts and crafts market, the annual fundraiser for the Help Center, a 24 hour crisis/suicide center.

We have tried to condense and organize all the information you will need.

Please keep this sheet and the maps for your reference after sending your application.

ART CRITERIA

We are looking for original work, designed and presented by the artisan. Fresh new designs in a variety of media are given preference. Former exhibitors or new ones are welcome, but representative samples of all work must be juried separately for each artist each year.

All original work is eligible for submission. For prints or reproductions of any kind, please let us know about how many are in an edition.

Everything shown and sold must be the exhibitor's original design. Work done by others or items made from kits, plans, patterns, stencils, dish towels, potholders, pre-printed fabrics, or purchased molds, RAM pressed pottery, are not accepted. For jewelry only gems, beads, thread, hooks and clasps may be purchased parts, no uncut or unset gems. All housings for jewelry pieces must be handmade.

JURYING

The Jury includes respected local artists. Jurors score for quality, workmanship, and originality. They may deduct points for images they've seen before or poorly presented images. When two or more artisans share a space, each person's product must be juried separately, so please label the work of each individual artist. To maintain balance/variety, we set quotas for each category. For consumables (food, oils, soap), please fill out the small extra box on the application. These items will be juried separately with their own quota.

DIGITAL IMAGES, PHOTOGRAPHS & DESCRIPTIONS

These represent your only contact with jurors! Give them the best you've got to explain the quality & originality of your work.

The jury bases scores on four images (digital or printed photos—NO SLIDES) plus each artist's detailed description of process. Four images must represent all work to be sold. The jury sees only 4 pictures, so you pick the best 4. Please show the details and variety of your current work. Do NOT send images of what the booth looks like. Clear images get better scores than dark fuzzy ones. We ask that each artist maintain clarity of theme and media, since we find that "hodge podge" booths are not well perceived. Incomplete applications may be delayed or scored low. Your name must be on each picture. Your application must include a description of process and a list of purchased components. We reserve the right to ask exhibitors to remove articles from sale or display if they are not consistent with the juried work. Photos of accepted work are returned at the end of the festival and may be used for publicity purposes.

JURY PRIORITIES

All scores are determined by the jury. The highest scores in each category get priority for acceptance. Where a tie exists, the earliest application date gets preference. Once the show is filled, a waiting list is prioritized by jury scores, and again application dates are used to break ties. Artists accepted by the first jury have preference on a space they had the previous year. For new space requests we consider variety in a row and in a building and use application dates to break ties. Only complete applications can be considered for placements.

SPACE & COST INFORMATION

Approximately 114 spaces are available. You must provide whatever structure is needed to display your work. Most spaces are 8' x 10' or 10' x 8'. Some have walls of the building at the back, others are in the middle and completely open. A few spaces have completely different shapes. Charges are pro-rated by square footage and exposure. If you have a rigid structure, please measure total dimensions, including "stick out" supports. Nothing may protrude beyond your space boundaries, i.e. all supports for your walls and racks must fit within your space. We'll try to accommodate you and charge fairly for the space, but extra space needs can mean a move to a new spot.

Prices are based on area plus exposure, raised 8% and include a share of new surcharges since fairgrounds re-organization.*

- Single in-line: \$140.75 for 8' wide by 10' deep, \$157.25 for 10' wide by 8' deep
- Single corner: \$223.50 (8' x 10' with two sides exposed to the public), not a booth in corner of a building
- Space and "a half" in-line: \$211.00 for 12' x 10', \$235.75 for 15' x 8', if there's room or we can make 2 from 3 spaces.
- 10' x 10' spaces \$175.75 in-line, \$258.50 exposed corner (20' or 30' exposure), a few in buildings 1, 2, 3
- Odd shaped spaces: \$.93/ft plus \$8.28/ft of exposure. Odd shapes are in ends of buildings 1, 2, or center of 3, some costs of spaces slightly smaller/bigger than normal have been adjusted by formula, see maps
- For cost of double or triple spaces add costs of components or choose those marked "D" on maps

* We have added price increases and surcharges to area cost since most vendors request that we not raise entry fees.

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PREFERENCES

Preference goes to requests for a space held in 2009 if complete application is received by August 15 and accepted by jury. A few spaces have changed in size/shape. Ask to switch to another space if your old one has changed and does not suit you. Our need to avoid proximity of similar work and requests for unusual spaces will affect choices for placements. Location of 1 ½', 10x10 and double spaces varies year to year. If you choose to move, we cannot confirm a new space before November 1. Preference for your choices is given by jury scores and date of application. Please indicate the kind of space you want, not a specific space, unless you are exercising preference. Please enclose payment for your first space preference. We'll refund or charge more as needed for the space you actually get.

CALENDAR, SCHEDULE & DEADLINES

- Aug 15: First jury pictures and checks are due. Checks are not cashed before you are notified of acceptance.
- Sep 3: Acceptances e-mailed or mailed. Checks & pictures returned to those not accepted.
- Sep 15: Deadline for late Jurying, \$50 late fee for work submitted after August 15 by anyone on June mailing list
- Oct 1: Late applicants informed of acceptance, placement on waiting list, or rejection.
- Oct 15: Last day for full refund minus \$25 process fee for cancellations, partial refunds on a sliding scale after this.
- Nov 1: Applicants may call for space assignments, please note contact # for our event coordinator.
- Nov 12: No refund for cancellation after this date!
- Nov 26: Set up 6 am to noon only!
Festival 12 noon - 5 pm. Please note that your booth must be open during the entire show. We offer some "Booth Sitting" for short food/bathroom breaks to lone exhibitors – inquire at Help Center Information Booth.
- Nov 27: Festival 10 am - 4 pm.
Take-down and clean-up starting at 4 pm.

EXTRAS & REMINDERS

Electricity can be made available everywhere without extra charge, but you must indicate that you want it & bring your own cord.

Tables are \$10.50 for an 8'x30". They should be ordered and paid for with application. County no longer has 6' tables.

Food and drink will be available for sale in Building 4. Free coffee and snacks for set-up till 11 am Friday.

Parking is open in the public lot. Inside the fence you can park, but may be locked in. Pull up to buildings to unload only. You may leave a car or trailer overnight. If you stay overnight in your vehicle there is a fee to the county.

Pets are not allowed inside fairground buildings. Two chairs per space are available without extra charge.

We hope you will apply to enter this special event. We would like to see fresh new designs, and will give them preference over items that have appeared in the show before. However we hope to see many familiar faces, as well as some new ones. If you are making something original and beautiful, submit it and see what our jury thinks. We look forward to seeing you and your work!

Remember that it is a big advantage to you and us to get a complete application in by August 15, 2010!

SPECIAL REQUEST

We would greatly appreciate an item donated at festival time for our **SILENT AUCTION**.

CONTACTS, QUESTIONS & INFORMATION

To submit applications, please mail them to the event coordinator at: Prompt Enterprises; P.O. Box 1293; Bozeman, MT 59771. If you cannot mail your application you may drop it off at the Help Center (421 East Peach; Bozeman, MT 59715).

You may also e-mail them to megan@promptenterprises.com. All questions, information and requests will be filtered through Megan McGlothlen at Prompt Enterprises. You may contact her any time via e-mail (see above), phone 406.580.0967 or fax 406.388.3172.



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Thank you from the Holiday Festival of the Arts