

# Northern New Mexico Fine Arts & Crafts Guild

## Application for Guild Summer Show Series 2019

### Santa Fe, New Mexico

May 25, 26, & 27 - CATHEDRAL PARK

July 20 & 21 - CATHEDRAL PARK

September 28 & 29 - CATHEDRAL PARK

**ENTRY DEADLINE is April 1st, 2019**

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

NM State CRS Number: \_\_\_\_\_

- |                          |                         |                               |                |
|--------------------------|-------------------------|-------------------------------|----------------|
| <input type="checkbox"/> | May 25, 26, & 27, 2019  | 3-day show booth fee:         | \$330.00 _____ |
| <input type="checkbox"/> | July 20 & 21, 2019      | 2-day show booth fee:         | \$230.00 _____ |
| <input type="checkbox"/> | September 28 & 29, 2019 | 2-day show booth fee:         | \$230.00 _____ |
| <input type="checkbox"/> | 2019 Membership Fee     | Nonrefundable Membership Fee: | \$45.00 _____  |

Total enclosed: \_\_\_\_\_

This is juried arts and crafts show. We accept only applications that include all of the following:

- Completed, signed, and dated Application Form. (Include both pages)
- Completed Membership Application
- Three photos of current artwork for jurying including description of media & materials used
- One booth display photo
- Completed City of SF Special Events Lic. Application
- Payment by check or Money Order for Membership and show fees payable to Northern NM Fine Arts & Crafts Guild
- SASE for the application results mailed back to you

Please, no post dated checks. No refunds 45 days before the shows date.

Return check fee \$25. Show cancellation fee - \$25.

Questions? Contact Lynda at 505-757-8493 if you need more information.

### Northern New Mexico Fine Arts & Crafts Guild

P.O. Box 8521, Santa Fe, NM 87504-8521

email: [info@artsandcraftsguild.org](mailto:info@artsandcraftsguild.org) website: [www.artsandcraftsguild.org](http://www.artsandcraftsguild.org)

A project of T.O.M., a New Mexico non-profit corporation founded in 1965, a 501(c)3 organization

# Northern New Mexico Fine Arts & Crafts Guild Summer Show Series 2019

## Rules and Procedures

1. Show hours are 10am to 5pm each day. Set-up time is between 6am and 10am. Breakdown is after 5pm. No early set-up or breakdown.
2. Spaces will be approximately 10 feet x 10 feet. Artists must provide their own display and booth, which must have a professional appearance.
3. By state law and city ordinance all vendors are required to collect and remit gross receipts (sales) tax. You will need a New Mexico CRS number available at no charge upon application to the New Mexico Taxation and Revenue Department. You will also need a Santa Fe artist/artisan or Special Event License, which require a NM CRS number. Download the Special Event License fill it up and send it to us with your Art Show Application.
4. All works must be original and be produced by the artist offering the work for sale. The artist must be present during the entire show.
5. The artist may only display work in the media in which he or she was accepted, and the work shall reflect the quality and integrity of the pictures submitted for jurying. Items deemed unacceptable, according to these guidelines, will be asked to be removed from the booth by the Standards Committee. Artists not complying with be asked to leave the show and will not receive a refund of any fees paid.
6. Photos will be returned during the show. The art offered for sale must be the same type, quality, and proportion depicted in the pictures submitted with this application.
7. No vehicles are allowed in Cathedral Park. This makes loading and unloading more difficult, so please move your vehicle out of the loading areas as soon as possible to allow other vendors to unload.
8. There will be overnight security present during the shows, but the Guild cannot and will not be responsible for damage, theft or loss of any exhibitor's work or display materials during or after exhibition hours.
9. This is an outdoor event, so be prepared for changeable weather, especially rain and wind. There will be no refunds of booth fees for any reason 45 days before each show.
10. No music is allow by City ordinance.
11. No stakes are allowed in the ground. Bring enough weights for canopy corners.
12. NO PLASTIC BAGS - 2.25 ml or thinner are allowed to be used by city ordinance.
13. All trash must be disposed of properly by vendors.
14. No pets are allowed in booths during show hours, and no dogs are allowed in Cathedral Park at any time.
15. Attitude and cooperation problems will impact the artist's future participation in Guild-sponsored events.

REFUNDS: Booth fees will be refunded to all artists not juried into these shows. Membership fees are not refundable.

I have read and I agree to comply with the exhibit rules and procedures outlined above. I understand that any noncompliance with these rules and regulations will result in my ejection from the show.

Signed \_\_\_\_\_ Date \_\_\_\_\_

*Please make a copy of this application to keep for your records. Make checks or money orders payable to NNMFA&C Guild. Mail completed and signed application with payment and a self addressed stamped enveloped to the Guild at P.O. Box 8521, Santa Fe, NM 87504-8521.*