

The Butler Institute

O F A M E R I C A N A R T
524 WICK • AVENUE • YOUNGSTOWN • OHIO • 44502

artsandcraftshow@butlerart.com

48th Annual American Holiday Arts & Crafts Show

Dear Artisan:

You are invited to submit an application for the 48th Annual American Holiday Arts and Crafts Show to be held at the Butler Institute of American Art. This year there are some changes.

Please read this letter and Rules and Regulations carefully and take notice of the changes.

Dates/hours: **FRIDAY, Nov. 30th - 6:00 pm - 9:30 pm MEMBERS PREVIEW PARTY**
SATURDAY, DEC. 1st - 10:00 am - 5:00 pm
SUNDAY, DEC. 2nd - 10:00 am - 4:00 pm

In keeping with our mission as a museum of American art, we are interested in hand-crafted items representing the best ingenuity, artistry, and craftsmanship. Therefore, all work exhibited must be **hand-created by you.** We take great pride in the quality of our show.

For the past few years our Chance Auction has been a great success, thanks to the talents and generosity of our artisans. Thank you! The auction raises funds for our free admission policy, as well as our many educational programs. We appreciate your continued support. Our display of the donated prizes promotes your work and draws more traffic to your booth. We are asking each artisan to donate an item for the auction. Your participation will provide more opportunities to meet and greet customers and to impress them.

Please complete the enclosed application and remit a non-refundable \$25.00 processing fee by June 15, 2018. Please submit digital photos of your work for jurying, (four photos of your work and one of your booth, preferably without people) attached to an email to **artsandcraftshow@butlerart.com** or send a CD with your name and information to the address below with your application. Even though you may have been accepted to previous shows you are not guaranteed acceptance; we ask that you re-jury per instructions with the enclosed application. A space in the show will not be reserved automatically because of your previous participation. For those accepted, a fee of \$250.00 will be **due by August 15, 2018**. There will be no refund of this fee if you cancel after September 15, 2018.

Send applications and checks to: **American Holiday Arts & Crafts Show/ The Butler Institute of American Art/524 Wick Avenue /Youngstown, OH 44502** . A contract will be sent to you upon your acceptance, along with additional information. If you have any questions, please e-mail **artsandcraftshow@butlerart.com** or Call **330-743-1107 Ext 1313**. We look forward to hearing from both old and new friends, and to another great show!

Sincerely,

Wayne Gruver

The Butler Institute of American Art
American Holiday Arts & Crafts Show
artsandcraftshow@butlerart.com
524 Wick Avenue, Youngstown, OH 44502
234-228-8345
330-743-1711 ext. 1313
Fax: (330) 743-9567

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RULES AND REGULATIONS

Agreeable to the terms stated herein, application is made for exhibition space in the above named event for which will be paid a rental of \$250.00 per space (8' x 10' regular space—1.5 or 2.0 spaces available for additional fee, please inquire) In consideration of said payment the undersigned is hereby permitted to exhibit articles for sale subject to the following considerations:

1. Only works for which typical examples were submitted/approved in jurying may be exhibited.
2. **ALL WORKS MUCH BE ORIGINAL AND HAND-CRAFTED BY THE EXHIBITOR.**
3. Prints/reproductions are allowed only if they are of Exhibitor's original work and are labeled as such.
4. **BUY/SELL** items are not permitted. **No dealers or sales representatives are allowed.**
5. Exhibitor agrees to remove from display any items deemed objectionable by the American Holiday Committee representatives.
6. Items for sale must be at a fixed price for the duration of the show; no "sale" / "marked down" signs may be posted.
7. The show is in the Museum; therefore, tents, canopies or outdoor displays cannot be accommodated.
8. **Exhibitors shall be liable for delivery, handling, erection, and removal of their own displays and materials. The Exhibitor is solely responsible for unloading and loading. The Museum cannot provide assistance.**
9. Booths may not be extended beyond the specified limits; American Holiday Committee representatives reserve the right to request the reconfiguration of exhibits to meet these limits. If more space is needed, a larger booth should be rented. No Exhibitor may infringe on the space of another or interfere with transactions of another.
10. No exhibit shall be removed before closing time.
11. All packing material must be removed or concealed. Booths should be neat and attractive.
12. **Exhibitor may request a specific booth space, but it is not guaranteed that all such requests can be honored.**
13. **No open flames are permitted.**
14. The Exhibitor is responsible for carrying their own insurance; the Butler is not responsible for damaged or stolen merchandise.
15. It is the Exhibitor's responsibility to charge Ohio state sales tax as applicable to Exhibitor's product.
16. The Exhibitor must possess a valid Ohio vendor's license and be prepared to produce it if so requested.
17. The Butler Institute shall not be responsible in the event of any injury and/or loss that might arise or occur to the Exhibitor and/or his employees or goods from any cause whatsoever while said premises are occupied under this agreement. If any cause whatsoever makes it impossible to hold this show the lease shall be terminated and the Exhibitor waives any right to damages beyond the return of deposit paid.
18. The Butler Institute agrees to refund to any Exhibitor any deposit paid providing notice of cancellation is received by the date specified in the letter above. (September 15, 2018) No Exhibitor may sublet their space and no space may be shared with another Exhibitor.
19. **American Holiday Committee representatives reserve the right to exclusively set and interpret all rules and regulations governing the fine arts and crafts aspect of the show in such manner as deemed fit and proper.**

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48th Annual American Holiday Arts & Crafts Show Nov. 30th, Dec. 1st, and 2nd, 2018

(330) 743-1107 Ext 1313

Please fill out this application in its entirety and return it. Incomplete application packets will not be considered in the Jurying process

Name: _____

Business Name: _____

Address: _____

City : _____

State : _____

Zip : _____

Home Phone : _____

Business Phone : _____

Cell Phone : _____

Email: _____

Website: _____

Have you participated in previous American Holiday shows (circle one): Yes No

If yes, list years: _____

Description of Digital Images: If more space is needed, include attachment.	Price
Digital photo 1	
Digital photo 2	
Digital photo 3	
Digital photo 4	
Booth Photo	

Ceramics/Pottery
Drawing/Pastel
Fiber/Wearables
Glass
Graphics/Printmaking
Jewelry
Leather
Metal
Painting
Photography
Sculpture
Wood
Other

Make sure the following are included with your application:

CD with your photos of your work and one of your booth, preferably without people or email to artsandcraftshow@butlerart.com

\$25.00 application fee (check or money order payable to The Butler Institute of American Art)

OR Credit Card Visa MasterCard Am. Express Discover

 Good Thru _____

Do not write in or detach this portion: for committee use only

Date Application received: _____ \$25 fee paid (Check# _____ Date: _____

Accepted

Rejected

Alternate

Notes: