

41st Annual Art in the Park
October 6th & 7th, 2012
Veterans Memorial Park, Sierra Vista, Arizona
Application Form

MAIL TO: HAA/Art in the Park, P.O. Box 748, Sierra Vista, AZ 85636

Postmark: Get your application packet in the mail by 1 JULY, 2012. All applications received postmarked after that date will considered for our Standby List.

NAME: _____ ARIZONA TAX ID (Required): _____

BUSINESS NAME: _____ PHONE: _____

E-MAIL ADDRESS: _____

MAILING ADDRESS _____

City _____ ST _____ Zip+4 _____ - _____

Check the ONE MEDIA in which you wish to be juried and listed in our newspaper ads:

Baskets	Candles/Lotions/Soaps	Ceramics	Fiber/Textiles
Glass/Fused	Gourds	Drawing/Pastels	Gourmet Foods
Graphics/Print Making	Jewelry	Leather	Metalwork
Painting (Acrylic)	Painting (Oils)	Painting (Water Color)	Painting (Mixed Media)
Paper	Photography	Pottery	Sculpture
Stained Glass	Stone	Tole/Folk/Country	Wood
Other (Describe)			

Briefly Describe your work: _____

Note: Select only one media. If you have two or more types of items, select the one under which you want to be juried and listed in our newspaper insert that lists all vendors. However, send pictures representing everything you plan to have in your booth.

Previously in Art in the Park? ____ How many years? ____ Requested booth space # ____

Fees:

\$250 for Art in the Park Booth/ \$200 if a member of HAA

\$275 for CORNER BOOTHS/\$225.00 if a member of HAA

Add \$25.00 for Electricity at these booth #'s: 1-18, and 224 & 225

You are allowed to park your vehicle directly behind your display; however it must not impede alley traffic. We have RV parking as listed below: include the fee with your Art in the Park Booth Application.

\$15.00 W/Electrical *per night* for RV parking (Fri. & Sat)

\$20.00 W/OUT Electrical, includes Friday & Saturday

Please check the following for your reservation for an RV space and include fee with application

Friday Saturday (Due to insurance issues Sundays are not allowed)

With Electrical

Without Electrical

ITEMS TO BE SUBMITTED OR ENTIRE APPLICATION WILL BE RETURNED

1. Application with signature. Arizona Tax ID# is mandatory.
2. Payment made out to Huachuca Art Association
3. Photographs – 5 pictures of your work. (Prints must be 4"x 6" or smaller) If first time vendor
4. Legal size (4 ½" by 9 ½" self-addressed stamped envelope (SASE) for HAA acceptance letter if first time vendor
5. Mail to: HAA/Art in the Park, P.O. Box 748, Sierra Vista, AZ 85636

To avoid our e-mail going into spam, please add the following to your contact list:

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I have read, understand and agree to comply with the rules set forth for Art in the Park listed on the enclosed Information Sheet. I CERTIFY THAT I WILL BE PRESENT, and all work to be displayed is original work or reproductions of original work DONE BY ME. (Original work means "NO copies from magazines, books, online images, or photographs taken by someone else.") I agree to hold the Huachuca Art Association (HAA) harmless for any loss or damage to personal property during Art in the Park.

DATE: _____ SIGNATURE: _____

IMPORTANT: YOU MUST CHECK IN AT THE INFORMATION BOOTH BEFORE GOING TO YOUR SPACE. BOOTH ASSIGNMENTS MAY CHANGE BEFORE THE SHOW OPENS.

NOTE: RETURN APPLICATION PAGES 1-2 WITH SIGNATURE AND FEES ALONG WITH YOUR SASE AND PHOTOS AS REQUIRED.

PLEASE Read the following Instructions and Information

GOURMET FOODS: All items must be pre-packaged and available for off-site consumption! If you have an item that is normally prepared on-site and served, go back to the main page and fill out that application for the Food Court. Questions: Elizabeth Line, Food Court Chairperson: Elizabethiline@aol.com or 520-803-0195.

Describe your work: Please provide a simple description of all of the types of items you make and will sell in your booth. This description and the photos of your work are all that the jury gets to see. We suggest at least 3-4 sentences, but no more than 2 paragraphs. For 1st time vendors, the quality of your photographs definitely has an impact on your acceptance, so make them a good representation of your work.

Requested booth space number: We will make every effort to accommodate you, however, we do not guarantee placement.

Original art work only: Mandatory! You are promising to sell only items made by you! If you do not comply with this requirement, you will be asked to remove the items from your display and you may not be accepted into future Art in the Parks. You may not sell art or prints by other artists.

Photographs: For 1st time vendors, it cannot be emphasized enough that good quality photos that highlight all types of your hand-made items can only be a benefit to you. All photos will be returned in the Vendor Packets provided at the HAA Information Booth during Art in the Park, or via a SASE provided by you, if you are placed on our Standby List.

Postmark: Application packet in the mail by JULY 1, 2012. All applications postmarked after that date may lose their priority choice of booth space, and go on our Standby List for available booths.

EXHIBIT SPACE:

Space size is approximately 15 feet across and approximately 35 feet deep. For safety reasons your vehicle must be parked in your space 30 minutes before the show opens and it must remain there until closing time. Vendors may over-night behind booth space only if their camper or van does not impede the traffic alley behind booths. The front 10 feet of your space must be reserved for your

display and canopy; no vehicles can be parked in that space. The fire lane may not be blocked at any time. Please help us insure that both your booth and your neighbor's booth can be seen by our customers. All exhibitors are expected to participate for the full two days.

- Art in the Park and Huachuca Art Association, Inc., (HAA) is not responsible for loss or damage incurred during the event. Security guards will be on duty from Friday evening to Sunday evening. Nevertheless, you are responsible for possessions left at your site after closing hours.
- All exhibitors are expected to participate for the entire two days. Anyone packing up early will not be eligible to return.
- There will be no rain-dates and no refunds for No Shows.
- If you're cancellation date is 30 days or less before the event, and is filled by another vendor, you may receive a refund.
- You will be responsible for the physical appearance of your booth area and expected to keep the area clean. A tent of at least 10x10 with night and weather side closures is required.
- The State of Arizona mandates each exhibitor/booth will have an Arizona State Sales Tax number. The HAA, prior to the show, will submit a list of these numbers to the State. The responsibility for Sales Tax is between each vendor and the State of Arizona. See Application Form Instruction Sheet and Hints for instructions on obtaining this number.
- You may request to share a booth with another vendor, but unless you are a business that makes your art together under one business name each person must have a different tax ID number.
- Booth spaces are non-transferrable. All decisions by the Art in the Park committee are FINAL.
- Sierra Vista has an animal ordinance. **NO ANIMALS ARE ALLOWED IN THE PARK DURING SHOW HOURS.** Due to this restriction and possibility of high temperatures with no electricity, please leave your pet at home. If you decide to bring your pet, it must be kept inside your RV and cannot be in the booth area.
- Only non-profit sponsored food vendors, in the designated food area, can prepare food on site.
- Money changing (US dollar paper money for coins or bills) will be available at the HAA Information Booth on the main concourse.

HOURS OF THE SHOW:

Saturday 9:00 am to 5:00 pm

Sunday 9:00 am to 4:00 pm

Applying for Arizona Tax Number: This is a Transaction Privilege Tax (Sales Tax) License issued by the State of Arizona (see <http://www.revenue.state.az.us/FAQS/TPTFAQs.htm>).

How do I apply or register a business with Arizona?

You may obtain the Arizona Joint Tax Application (JT1) in person at one of our office locations or you may obtain it through The Arizona Department of Revenue web site.
<http://www.revenue.state.az.us/Forms/formsmenu.asp>

Web Site: www.revenue.state.az.us. Select Forms, then Transaction Privilege (Sales). If you want a Business License to participate in the Art in the Park only, select Form for Special Event Licensing. If you are going to sell your merchandise at other events in AZ, select Business License Joint Tax Application. Complete the Form and return to the Arizona Dept. of Revenue

Payment: If you wish to become an HAA member, you must put the Membership Application in the same envelope as the Art in the Park Application Form, check, photos, and SASE and mail to: HAA/Art in the Park, P.O. Box 748, Sierra Vista, AZ 85636-0748.

All checks will be deposited upon receipt, however this does not mean automatic acceptance. You must still be juried if you have not been in the show before. If you are not accepted your check and photos will be returned in your SASE.

RETURN APPLICATION PAGES 1-2 WITH SIGNATURE AND FEES ALONG WITH YOUR SASE AND PHOTOS IF REQUIRED

PLEASE DIRECT QUESTIONS TO:

Bill Willis, Chairperson: (520) 803-1511 or e-mail: dragnfly@theriver.com

Or Edie Manion: (520) 803-1262 or e-mail: edieartist@cox.net