



ARTIST APPLICATION & AGREEMENT

Saturday May 7 and Sunday May 8, 2011

Registration Deadline: April 7th, 2011
www.artbque.com - info@artbque.com

Thank you for your interest in participating in our **4th Annual Art B Que**. Please fill out this application and provide the requested photos, information, and fees along with your your application. A website link that clearly displays your work is acceptable in lieu of physical photographs. Please note that the booth fee for two days this year is **\$95.00**, along with **non-refundable** application fee of **\$25.00**. Only applications with accompanying pictures or website address will be considered for entry into the festival.

Returning artists do not need to provide photos.

Make checks payable to AECAFI

(Avondale Estates Cultural Affairs Foundation, Inc.)

Mail checks with application to:

MAIL TO:

AECAFI
c/o Bart Webb Studios
2846 Franklin St.
Avondale Estates, GA 30002

artist name _____

business name _____

mailing address _____

city _____ state _____ zip _____

email address _____ (please note: EMAIL is our primary means of communication)

website _____ telephone _____ cell _____

artist meduim: Glass Jewelry Leather Metal Mixed Media Painting Pastels Pencil/Ink/Charcoal
 Paper Photography Printmaking Textiles/Fiber Wood Pottery/Clay/Ceramics

please describe art to be sold at your booth _____

please indicate the price range of your art _____

how did you hear about the Art B Que _____

have you participated in any other festivals _____

do you have any special needs _____

do you need electricity (electricity is extremely limited as to availability) _____

I am: A. enclosing a minimum of 3 photographs of my work (or) B. requesting my website to be used as a visual reference of my work

FESTIVAL APPLICATION & BOOTH FEES

Two checks are required, one \$25 one for the application fee, and the booth fee each payable to:

AECAFI (Avondale Estates Cultural Affairs Foundation, Inc.)

1. APP. FEE \$25 (separate check please)

\$ 25 applicaton fee check# _____

2. BOOTH FEE (check one):

\$ 95 10' x 10' BOOTH check# _____

\$180 10' x 20' BOOTH* check# _____

- *there will be a \$25.00 fee on returned checks.*
- *both fees are non-refundable after April 7th, 2011.*

* All 10' x 20' booth requests are not guaranteed and are based on space availability.

VISA or MASTERCARD

VISA MASTERCARD

card# _____

exp. date _____ V-code _____ (3-4 digits on signature line)

cardholder name (print) _____

cardholder address _____

_____ zip _____

I hereby authorize the Art B Que management to charge the non-refundable application fee to my charge card upon receipt of my application, and to charge the booth fee upon acceptance of my application.

cardholder signature _____

* Art B Que is an event of the Avondale Estates Cultural Affairs Foundation, Inc., (AECAFI), a not-for-profit organization sponsored by the City of Avondale Estates, GA.



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REGULATIONS AND INFORMATION

Saturday May 7 and Sunday May 8, 2011

This is a rain or shine event
www.artbque.com - info@artbque.com

- 1) **Application Deadline:** Deadline for artist applications is April 7th, 2011. Applications received after this date may or may not be considered.
- 2) **Space Rental Charge:** The exhibit space rental is \$95.00 for each artist booth space. No structures, awning, tables, equipment, tents etc are provided. All furnishings are the responsibility of the exhibitor.
- 3) **Application fee** of \$25 is non-refundable and will not be returned in case of non-acceptance. Booth fees will be processed upon acceptance of application. Booth fees are non-transferable.
- 4) **Payment:** Applications must be accompanied by full payment. Please enclose two checks, one for the application fee (\$25), and one for the booth fee.
- 5) **Cancellation of Contract:** In the event the exhibitor must cancel his/her contractual request for exhibit space, the rental fee paid will not be refunded after April 7th, 2011. Festival management must be notified of all cancellations in writing.
- 6) We request original works of art. What you'll be making, and selling needs to be listed in the application. Artists are to be present during all open hours of the festival, and assume total responsibility for their belongings and goods.
- 7) Please send (a minimum of 3) photos that clearly shows your work you intend to be present at the Art B Que. All photos will be kept and become property of the Art B Que. Links to websites that accurately portray your work may be used in lieu of photographs.
- 8) Artists must list and describe the items they will be selling at the Art B Que. If an artist has items for sale that are not listed, or are of a nature radically different than listed or described, the Art B Que organizers reserve the right to ask the artist to leave. In such occurrences no fees will be refunded.
- 9) Art B Que management has exclusive right to accept and reject applications. Applications selected to participate will be based on the purpose of gathering a collection of works, eclectic, interesting, and dissimilar. Art B Que management can refuse rental of exhibit space to any company or individual whose display of goods or services is not, in the opinion of festival management, compatible with the character and objectives of the festival.
- 10) Acceptances and non-acceptances will be made with no explanation or discussion. All decisions of the Art B Que management are final.
- 11) Applications will be reviewed expeditiously. All applications will be reviewed no later than April 7th, 2011. Notification of acceptance or non-acceptance to the festival will be emailed no later than April 9th, 2011.
- 12) **Installation:** Each exhibitor will be assigned a designated exhibit space by festival management. Set up for exhibit spaces begins at 6:00 a.m. on Saturday May 7th, 2011. All exhibits must be set up and completed by 9:30 a.m. Single space booth tents may not exceed 10'x12'. Art B Que welcomes & encourages creative & fun tents, however all tents must be equipped with adequate weights attached to the legs to secure the tent in inclement weather.
- 13) **Character of Exhibits:** No exhibits will be permitted that interfere with the use or appearance of other exhibits or impede access to them or the free use of the aisles.
 - A. **Activities:** Booth personnel must confine their activities within the exhibitors booth space. Apart from the exhibitor's contracted display space, no part of the common grounds may be used by any organization other than festival management for display purposes of any kind or nature. Exhibitors' brands or company logos and signs will be limited to their booth space.
 - B. **Staffing:** Exhibits must be staffed during all official exhibit hours.
 - C. **Noise, Lighting, Odors:** Festival Management may restrict the use of flashing or glaring lighting effects, inordinately noisy display materials, or those that produce objectionable odors that may interfere with aisle traffic and neighboring booths.
 - D. **Copyright Licensing:** It is the sole responsibility of the exhibitor to comply with all copyright restrictions as it relates to any materials used in its exhibit, including but not limited to the playing of live or recorded music.
 - E. **Hanging Signs:** Hanging signs are not permitted outside the leased 10'x12' booth space.
- 14) **Delivery and Removal During Festival:** Under no circumstances will the delivery or removal of any portion of an exhibit booth be permitted without permission from festival management once the festival has officially opened. Deliveries of supplies and or product during festival hours is restricted by festival management based on size.
- 15) **Dismantling:** Exhibitor's display and product may not be dismantled or packed in preparation for removal until after the official closing time. All exhibits must remain intact and be fully staffed until that time.
- 16) **Relocation of Exhibits:** Festival management reserves the right to alter the location of exhibit spaces at its sole discretion and in the best interest of the festival.
- 17) Set-up logistics will be announced and posted on the website by April 15th, 2011. When setting up, artists are to unload their vehicles and move them to the designated parking reserved for the artists before setting up their booth.
- 18) **Electricity, and special requests:** must spelled out in the application. Electricity is limited and we will do our best to provide. Artist will be responsible for all power cords, connectors, etc.
- 19) All trash, papers or boxes must be placed in a waste container or removed from the premises.
- 20) Artists are responsible for collection of sales, and taxes. DeKalb county sales tax is 7%. It is the full responsibility of the artist to collect and pay all sales tax.
- 22) Artists will have their own parking lot away within several blocks of the festival. Artists are asked to park in the lot provided to allow the closer parking for the Art B Que attendees.
- 23) Security will be provided from time of opening Saturday morning, to the time of closing, Sunday evening. The Art B Que organizers cannot and will not be responsible for the loss, destruction or damage of the artists property of any kind.
- 24) The Art B Que committee will be taking video and photographs of the event and reserves the right to use the imagery to promote the Art B Que.
- 25) **Exhibitor Insurance:** The exhibitor is solely responsible for maintaining any comprehensive and general liability insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the premises leased.
- 26) **Liability Waiver and Release:** Artist hereby assumes all responsibility for, and the attendant risks and hazards of participating in Art B Que. Artist is solely responsible for ensuring the safety of his or her property as well as person. Artist agrees that the City of Avondale Estates and AECAFI have no duty, obligation, or responsibility to protect the Artist from injury, loss, or damage and Artist hereby waives and disclaims any such duty. Artist hereby releases the City of Avondale Estates, AECAFI, and their respective officers, officials, employees, sponsors, volunteers, and any and all other agents from any and all claims, demands, causes of action, or right of recovery, whether known or unknown, for any harm occurring to Artist, including any contractor or agent of Artist, whether resulting from damage to property, personal injury including death, or any other harm associated with participation in the Art B Que event. Artist hereby assumes the risk of any such injury, damage, or loss.

for more information please visit our website www.artbque.com email us at info@artbque.com or leave a message at (678) 572-OINK (6465)

I have read and understand the above rules and regulations.
I agree to abide by all rules and regulations set forth by the Art B Que event organizers in the 2011 Art B Que

Print Name: _____ Artist Signature: _____ Date: _____

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