



SATURDAY, JUNE 19, 2010 ~~ 10AM – 4PM (RAIN OR SHINE!) EXHIBITOR REGISTRATION GUIDELINES

Exhibitors participating in Arts Fest Beverly 2010 will be responsible for all the conditions and/or rules and regulations listed below. Any violation of these conditions, or any other condition imposed by staff members at the event, is cause for removal without refund.

REGISTRATION / APPLICATION / FEES

The application deadline is April 30, 2010 (or when spaces fill up) and the fee is \$100. We have space for approximately 120 artists but the spaces fill up quickly! Please complete the Artist Application and send it along with your check to Beverly Main Streets.

If you exhibited at ArtsFest 2009, you are automatically accepted for Arts Fest 2010 and do not need to submit images of your work. If you did not exhibit at Arts Fest 2009, please send at least 4 images of your work with your application. You can email .jpg or .pdf files, direct us to your website or mail us a CD, DVD or photos. Images should accurately represent the work you intend to display. Within two weeks of receipt of your application and submission, a jury will review the submitted work and you will be notified of the jury's decision. Decisions of the jury are final. We may use your submitted images in our publicity. We will return submissions to you when you check-in at Arts Fest or by mail if you are not accepted.

ELIGIBILITY

All work must be original. Work produced for mass resale is not acceptable.

QUALIFICATIONS

We encourage all fine artists and fine handmade crafters to apply. Artwork will be accepted from the categories listed on the application form. Only limited edition prints of no more than 500 from one source, hand-pulled, signed and numbered by the artist, will be permitted. Prints of photographs made from the artist's original negative must be limited to an edition of no more than 500 from one image (negative) inclusive of all sizes, signed and numbered by the artist. We also encourage artists to demonstrate their craft in their space. If you sell children's items, it is your responsibility to ensure compliance with all Consumer Product Safety Improvement Act (CPSIA) regulations.

ACCEPTANCE

Arts Fest Beverly reserves the right to accept or reject any application based on the above-mentioned statement of qualifications.

WEATHER

Arts Fest Beverly is an outdoor event. We do have rain locations reserved on Cabot Street and the Committee will determine the morning of the event whether to move to the rain locations. If the location changes, we will post a notice on www.beverlymainstreets.org and at 978.922.8558 no later than 7am on June 19. Exhibitors must make provisions for safe-guarding of their goods in all weather conditions.

Note that we do not have canopies for rent this year.

CANCELLATION POLICY / REFUNDS

Cancellations will be accepted and refunds provided when we are notified in writing with receipt in our office on or before May 14, 2010. No refunds will be given after May 14, 2010 for any reason.

SPACE

Arts Fest Beverly takes place on Cabot Street in downtown Beverly, which is closed to traffic. Booth spaces are approximately 10' x 10' and the use of the location is restricted to the artist(s) to whom it is assigned. Spaces are assigned randomly although we will try to honor your requests based on the date of receipt of your application. Please note that your request for a specific space is only a request – it is not guaranteed. Your space will be given to you at check-in which begins promptly at 8am at the Beverly Cooperative Bank at 254 Cabot St. Exhibitors must provide all tables, chairs, manpower and other items and materials necessary for the space setup. No electricity is available. Every attempt must be made to make the space as visually appealing as possible.

SET UP & DISMANTLING

All exhibitors must be ready for customers by 10am. Artists may unload at the booth site and then park for free in a public lot. Artists' display must remain within their designated space and must be set up for the duration of the event. Dismantling of the display starts at 4pm. All spaces must be left clean and exhibitors must supply their own trash bags for clean-up. The Committee is not able to provide volunteers to help with set-up or dismantling.

INSURANCE

Arts Fest Beverly does not provide insurance to exhibitors; we recommend that artists have their own insurance coverage.

SALES TAX

Artists are responsible for all Massachusetts sales taxes associated with their sales.

EXHIBITOR CONDUCT

Arts Fest Beverly reserves the right to ask any exhibitor to leave the premises (without reimbursement of fees) if the conditions described herein are not met.

WAIVER OF LIABILITY

Exhibitor participates at exhibitor's own risk and is subject to all rules and regulations as described in these guidelines. Exhibitor expressly agrees that Beverly Main Streets, the City of Beverly, Arts Fest Beverly and the Arts Fest Beverly committee and all its volunteers, sponsors and other participants, will not be responsible for any loss or damage to exhibitor's vehicle, merchandise and/or displays caused by fire, flood, theft, weather, or any other elements of nature or man. Exhibitor additionally agrees to institute no legal proceeding for personal injuries or property damage arising from an accident causing injury to the exhibitor, exhibitor's employees, exhibitor's merchandise and/or exhibitor's display. Arts Fest Beverly reserves the right to make final interpretation of all rules and guidelines.

PROMOTION

Arts Fest Beverly will do its utmost to promote attendance. Arts Fest Beverly encourages all artists involved to do their own promotion as well.



~ a Beverly Main Streets event ~

SATURDAY, JUNE 19, 2010 ~~ 10AM – 4PM (RAIN OR SHINE!)
EXHIBITOR ENTRY FORM

IMPORTANT DATES

April 30, 2010 Registration Deadline
May 14, 2010 Receipt Date for Cancellation Notice with Refund (must be received in writing)

Please check all that apply:

- I exhibited at Arts Fest 2009 and do not need to re-submit images of my work
I am a fine artist / fine hand crafter and would like to rent an exhibit space at Arts Fest Beverly (\$100)
I am a nonprofit and would like to rent an exhibit space at Arts Fest Beverly (\$50; must send proof of status)
I would like to make a donation to Arts Fest Beverly for \$ (check enclosed)

Name:

Company Name:

Street Address:

City / State / Zip:

Email (REQUIRED):

Phone (for contact during event):

Website:

Category to be exhibited: Other (please describe):

- Painting Photography Glass Sculpture Ceramics / Pottery
Jewelry Fiber Paper Mixed Media Wood Handicrafts

Please indicate any space preferences (indicate the business or street corner you'd like to be near; do not put "same as last year" as we don't retain last year's map; we only have a few corner spaces and they go fast!; we will try to accommodate requests based on when we receive your application but we DO NOT GUARANTEE that we can meet your request):

The undersigned does hereby and forever discharge Beverly Main Streets / Arts Fest Beverly and the City of Beverly from all matters of suits, damages, claims and demands from any loss or damage to the undersigned's property. Arts Fest Beverly reserves the right to make final interpretation of all rules. The undersigned consents to the enforcement of the rules and guidelines as printed by Arts Fest Beverly, here and in the Exhibitor Registration Guidelines.

Signature Date

Make all checks payable to: Beverly Main Streets – Arts Fest
Mail to: Beverly Main Streets
if prior to 2/1/10: 275 Cabot Street, Suite 9, Beverly, MA 01915
if after 2/1/10: 248 Cabot Street, Beverly MA 01915

Note that we cannot sign for or pick up any deliveries – do not send Fed Ex or certified mail if signature is required!