

2012 MAYFEST ARTS FAIR

Saturday, May 12 & Sunday, May 13

Artist Application Information

Event Location:

The festival will be held in historic Gratz Park in Downtown Lexington, Kentucky.

Event Dates and Hours:

- * Set-up: Friday, May 11 & Saturday, May 12
- * Saturday, May 12, 10:00 a.m. - 6:00 p.m.
- * Sunday, May 13, 11:00 a.m. - 5:00 p.m.

Application Schedule:

- * Application must be postmarked or by February 10, 2012.
- * Late applications must be postmarked by February 17, 2012.
- * Late applications must include a late fee of an additional \$25.

Fees:

- * There is a \$25 non-refundable fee due with your application.
- * Late application fee is \$25 additional.
- * Upon acceptance, booth fee is \$125.
- * Late contract fee is \$50 additional.
- * Please make all checks payable to: Downtown Lexington Corporation. We also accept Visa, MasterCard, and Discover. Credit card charges will carry an additional \$2.50 per charge.

Booth Information:

- * The allotted booth size is 12' x 12'.
- * Each 12' x 12' space requires a booth fee. Multiple spaces may be purchased.
- * An individual artist may sell multiple product types, however only one artist/business is allowed per booth.
- * The artist is responsible for providing all display structures, chairs, tables, tent etc.
- * There will be no electricity provided by the fair.
- * Booths will be sitting on pavement - bring appropriate weights.
- * Due to ongoing changes to the festival layout, we cannot take requests for booth locations.
- * Early set-up can begin on Friday. Your assigned arrival time will be sent with the acceptance packet.
- * Overnight security will be provided Friday and Saturday nights.
- * Free exhibitor parking.
- * On-site concessions and restrooms.

Eligibility:

- * Artwork or crafts labeled "handcrafted" must be created by the person submitting the application.
- * Large, commercial studios are not eligible for participation in the festival.
- * High-quality 2D reproductions are allowed at the festival, but must be clearly labeled as such.
- * "Free Trade" (imported, handcrafted items) or embellished items will be permitted but must be declared as such and will be separated from the handcrafted booths.
- * Handmade packaged food items may not be sold at an art booth as it conflicts with the food vendor sales. All food items must be submitted under a food vendor application.

Applications Must Include:

- * A completed and signed application.
- * \$25 non-refundable application fee.

Image Submissions:

- * Applications must be accompanied by a CD with three digital images or be followed-up with an e-mail containing pictures of work to be displayed at Mayfest and one image of your booth set-up.
- * Submitted images must accurately represent what you intend to sell.
- * All images must correspond to the written descriptions on your application.
- * CDs will not be mailed back unless a self-address, stamped envelope is included with the application.

Selection Process:

- * Selection Committee members will assign point values to each submission, and the artists with the highest scores will be invited to participate in the show.
- * The festival will be filled by category in order to obtain a diverse mixture of art.

Notification & Contract Schedule:

- * Notifications will be mailed after March 9, 2012.
- * No notifications will be made by e-mail or telephone.
- * Signed contract and \$125 booth fee are due April 6, 2012.
- * Late contracts will be accepted thru April 13, 2012 and will require a late fee of an additional \$50.
- * There will be no reminders. After April 13 we will contact the artists on the waiting list.

Kentucky Sales Tax & Liability:

- * Each exhibitor is responsible for collecting and reporting Kentucky State sales tax (6% of all sales).
- * To obtain KY sales tax forms, contact Mary Jo Riddel at the KY Dept of Revenue at 502-564-9493.
- * The Downtown Lexington Corporation, LFUCG Division of Parks & Recreation, and any other sponsors will not be responsible for loss, theft, or damage of property.

For More Information:

- * Information about the Mayfest Arts Fair can be found online at www.downtownlex.com.
- * More detailed information about the program and layout will be included with the acceptance packet.

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