

SAUGATUCK DOUGLAS ART CLUB
VILLAGE SQUARE ART AND FINE CRAFTS FAIR 2010
SATURDAY, JULY 31, 2010
www.saugatuckdouglasartclub.org



SET UP TIME 6:30 – 9:30 AM
TAKE DOWN TIME 5:00 – 7:00 PM
PARKING SHUTTLE 7:30--9:30 AM and 5:00 – 7:00 PM

Make a single check or money order payable to the Saugatuck Douglas Art Club for either \$90 or \$125 for the booth fee, city license fee and application fee, depending on the booth you request.

	Booth fee	City license fee	Application fee	Total amount of check
Most booths	\$60	\$10	\$20	\$90
Space-and-a-half booths	\$90	\$15	\$20	\$125

The booth fee and city license fee are refundable if you are not accepted. Enclose a self-addressed, stamped envelope along with your application. Send to Box 1105, Saugatuck MI 49453. Apply early for best spaces.

Please send one digital photo of your space set-up, one digital photo of you making one of your pieces, and three close-ups showing your work. All photos will be juried to allow the Art Club to maintain the high quality of the show. Digital photographs may be submitted via email to artclub@saugatuckdouglasartclub.org, or on a CD with your application, however, the CD will not be returned unless appropriate postage is supplied. We will audit your display and wares for compliance with your application and photos. If material has not been juried, or if it is not by the artist who applied, we will tell you to put the material away.

All artists and craftspeople are welcome whose work is ORIGINAL. ALL WORK MUST BE HAND-CRAFTED AND DESIGNED BY THE EXHIBITOR. NO MASS PRODUCED WORK. NO BUY-SELL. No commercial dealers or wholesalers. Assembly of pre-manufactured parts does not constitute hand-crafting. Because of complaints by the retail community these rules will be strictly enforced. Participating artists and craftspeople will transact all sales and are responsible for the State of Michigan sales tax on those sales made during the show. No artist, no show.

A number will be assigned to you from the map available on the website. Please refer to the map for your location. Space sizes vary, however, nearly all will accommodate a 10 x 10 canopy. Canopies cannot be used in spaces labeled on the map as 9 x 10 spaces, or as "no canopy" (102, 111). Space and-a-half booths (401-409) are 10.5 x 15.5 ft. The vendor, his/her work and displays must be contained within the assigned space. Vendors must provide their own display canopy. This should be sufficiently sturdy to withstand weather and crowds. Spaces on the north side of Main Street back up over the curb and into the lawn space behind so your canopy must be adjustable if you use one of those spaces. This is to preserve a fire lane down Main Street as required by the Fire Department. PLEASE CHECK MAP for your desired space numbers. Please provide us with more than one choice. We have RENUMBERED most of the locations this year. If you have participated in the fair before and have a favorite location, please consult the Old and New Village Square Booth Number schedule on the website to find out what your new number is.

Places are held until 9:30 A.M. then unclaimed ones will be available to our waiting list. The Art Club charges no commission and the chairpersons reserve the right to reject any work considered by the Art Club to be unacceptable. We will confirm your reservation and assign your space number according to date of receipt of application. An accepted application is a commitment to the show and NO REFUNDS will be made for cancellations or weather. Neither the Art Club nor the City of Saugatuck shall be responsible for any loss or damage to a vendor's display or work, or any injury resulting in any way from participation in the show.

You will be assigned a setup time based on your booth location. Please do not setup earlier as this will cause congestion. SET UP TIMES IN THE PLAYGROUND AREA (422-429) ARE 7:30-9:30 A.M TO ACCOMMODATE VISITORS IN NEARBY HOTEL. No stakes are to be used on any lawn area, as there is a sprinkler system. Each vendor is responsible for removing the display and art work, and cleaning the space by 7:30 PM.

All vehicles MUST be cleared from the area by 10 AM. Please observe that traffic flows southbound on Butler Street during setup and takedown. Offsite parking and a free parking shuttle are provided. You will receive a map directing you to the offsite parking at registration.

We always have a large number of jewelry applications. All jewelry applications will be held until April 1 when they will be juried together. No jewelry applications will be taken after April 1. A limited number of jewelry applicants will be selected.

At take-down time we encourage vendors to tear down and stack their wares and displays before returning with their vehicles, in the interest of minimizing traffic congestion. Your cooperation is necessary to allow an efficient take-down process that minimizes waiting for other vendors. Each vendor is responsible for removing his or her display and art work, and cleaning the space before 7:30 PM.

There are two takeaway food booths permitted at the fair (100, 101). Please contact the chairpersons regarding the rules for such vendors. Power or water cannot be made available to other booths, nor are generators or propane fueled equipment allowed in them.

We hope to see you in July. The chairpersons are:

Bonnie Lowe
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