



# SPRING GREEN ARTS & CRAFTS FAIR

Saturday, June 29 & Sunday, June 30, 2024

P.O. Box 96 | Spring Green, Wisconsin 53588

## 2024 ARTIST APPLICATION

Dear Applicant,

Thank you for your interest in the Spring Green Arts & Crafts Fair. Because we are making a constant effort to improve our show, you will notice some changes in the application process. We feel these improvements will assist every participant in having a better show experience and aid us in selecting the highest quality of art and fine crafts available for the fair. Please read all parts of the application thoroughly and feel free to contact us with any questions. We appreciate your support and wish you a great season of shows.

### **2024 Fair Dates & Times:**

Saturday, June 29 - 9 a.m. to 5 p.m.

Sunday, June 30 - 9 a.m. to 4 p.m.

### **Important Dates:**

Saturday, February 3, 2024 - Application and fee postmarked deadline.

Friday, March 15, 2024 - Notification to artists / Materials returned to artists.

Monday, April 15, 2024 - Cancellation deadline with booth fee returned.

## APPLICATION REQUIREMENTS

**MEDIA:** Fine arts and fine crafts will fall under the categories of glass, wood, painting, fiber, graphics, pottery, sculpture, jewelry, photography, and fine crafts/other.

**ELIGIBILITY:** Participation is open to all artists exhibiting works of original concept, design, and execution. **Only the type of art presented in slides may be sold.** Artist **must** be present. Kits, imports, mass-produced items, and Buy-Sell artwork are not permitted and will not be tolerated. This rule is strictly enforced.

**SELECTION OF EXHIBITORS:** All applicants will be selected by a jury, except for 20 invited artists. The invited artists are 2023 prize winners.

**Images:** Submit 5 total images – 4 images that accurately represent the quality and nature of your work and **one image of your booth as it will be seen during the fair.** If you would like to display more than one media, you must submit two applications, two jury fees, and booth fees. Please refer below for marking instructions of file names. Images must be in jpg format.

### *Image Format:*

Your Name – Your Media 1.jpg

Your Name – Your Media 2.jpg

Your Name – Your Media 3.jpg

Your Name – Your Media 4.jpg

Your Name – Booth.jpg

### *Disc & file labeling information:*

Discs - Label outside of disc with name.

Put disc in hard, protected cover.

Mail in padded envelope only.

### **Options for Images:**

1. Email [springgreenartfair@gmail.com](mailto:springgreenartfair@gmail.com) (Smaller file size preferred. Please include artist name in subject line.)
2. Send images on a disc/flash drive
3. Use last year's images (stored by SG Art Fair)

- **Application Deadline: Postmarked by February 3rd** -

**Awards:**

\$500 - Best of Show | \$300 - 1st Place (per category) | \$100 - 2nd Place (per category)

**Fees:**

- The jury fee is a non-refundable \$20. Jury checks will be deposited immediately.
- SINGLE booth fee is \$175. DOUBLE booth fee is \$350.
- Checks will be returned to applicants who are not selected to exhibit on March 15.
- Checks of selected applicants will be deposited on March 15.
- Artist cancellation deadline for full refund of booth fee is April 15.

**Booth Size:**

- Booths are measured to accommodate a 10' x 10' canopy structure.
- **All booths are required to have appropriate weights applied to canopy.**
- Electricity is not available.
- Proof of Insurance is required by our insurance company.
  - Here is a link to affordable insurance: <https://www.actinsurance.com/>
- We will do our best to accommodate booth requests, however, we do not make guarantees.

**Fair Services:**

- Publicity and advertising.
- Listing in the fair program.
- Friday evening unload and set-up, after 7:30 p.m. **NO unloading of ANYTHING prior to 7:30 p.m.**
- Registration 6:30-7:30 p.m. Friday, and 6:00-9:00 a.m. Saturday.

**Checklist:**

Emailed	Disc/Flash Drive
<input type="checkbox"/> Proof of Insurance	<input type="checkbox"/> Proof of Insurance
<input type="checkbox"/> Complete entry form (both pages)	<input type="checkbox"/> Complete entry form (both pages)
<input type="checkbox"/> Indicate on application options for images	<input type="checkbox"/> Indicate on application options for images
<input type="checkbox"/> 2 Checks payable to Spring Green Art Fair \$20 non-refundable jury fee <input type="checkbox"/> \$175 booth fee (single) \$350 (double)	<input type="checkbox"/> 2 Checks payable to Spring Green Art Fair \$20 non-refundable jury fee <input type="checkbox"/> \$175 booth fee (single) \$350 (double)
<input type="checkbox"/> Please enclose a self-address stamped business envelope	<input type="checkbox"/> Please enclose a self-addressed stamped padded envelope large enough to return disc. If padded envelope is not sent, disc will not be sent back.  <input type="checkbox"/> If not returning disc, please send business self-addressed stamped envelope.

**Please return completed application, fees, disc (if applicable), and self-addressed stamped envelope (or padded envelope) to:**

Spring Green Arts & Crafts Fair | P.O. Box 96 | Spring Green, WI 53588

If you have any questions about the application process, please contact Michelle Orcutt at 608-588- 7398, Diane Baryenbruch at 608-588-2307 or email [springgreenartfair@gmail.com](mailto:springgreenartfair@gmail.com)



- **Application Deadline: Postmarked by February 3rd** -

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*Please print and be specific when answering all questions. \*\*are required*

**Wisconsin Seller's Permit Number (15 digits starting with 456)	**SSN (last 4 digits)	**FEIN (last 4 digits)	Exemption Code
Legal Business Name (if not sole proprietor)		Doing Business As (DBA Name (if Applicable))	
**Vendor/Contract Name (Last)	**Vendor/Contract Name (First)		Vendor Phone Number
**Mailing Address		Email Address	
**City	**State	**Zip	Multi-level Marketing Company

Check here if this is a new address       Check here if this is your 1st year applying for the fair

Special booth request: \_\_\_\_\_

Options for Images:

Use last year's images       Disc/Flash Drive       Emailed       Date Emailed: \_\_\_\_\_

Describe work and process in detail: \_\_\_\_\_

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Price range of work: \_\_\_\_\_      Media: \_\_\_\_\_

I accept and assume full liability for any injury and/or loss to me, or my property, agents or employees at any time and from any cause on the premises of the show. I expressly release the Spring Green Art Fair from any liability for such loss, injury, or accident, and agree to provide and pay for my own insurance. I also realize that the Spring Green Art Fair is not responsible for accidents, injury or theft.

I agree to assume full responsibility for my entries. I further agree and represent that I have received, read, and am bound by the provisions of this application.

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Date:

OFFICE USE ONLY:				
APP #	JC #	BC #	# OF BOOTHS	BOOTH #

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## MEDIA SELECTION

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*Please select the media that best represents your work.  
The media you choose will be the category that you will be judged in.*

### GLASS

- Functional
- Sculpture
- Stained glass

### SCULPTURE

- Metal
- Wood
- Clay

### POTTERY

- Stoneware
- Porcelain
- Wheel thrown
- Hand built

### FIBER

- Weaving
- Batik
- Basketry
- Other ie: \_\_\_\_\_

### GRAPHICS

- Pen & Ink
- Pastel
- Painting & Drawing
- Etching
- Prints
  - Limited
  - Unlimited

### PAINTING

- Acrylic
- Watercolors
- Oils
- Prints
  - Limited
  - Unlimited

### JEWELRY

- Gold
- Silver
- Ceramic
- Original settings
- Other ie: \_\_\_\_\_

### WOOD

- Carved
- Furniture
- Turned

### PHOTOGRAPHY

- Black & White
- Color

### FINE CRAFTS/OTHER

- Toys
- Leather
- Wearable art
- Other ie: \_\_\_\_\_