

Bellevue Festival of the Arts

2012 Artist Prospectus, Application & Registration

CALENDAR

BACKGROUND AND PHILOSOPHY

Bellevue Festival of the Arts, formerly known as the Rest of the Best Festival, has been produced and sponsored since 1984 by the Craft Cooperative of the Northwest, a not-for-profit group. The festival occurs in conjunction with two other arts and crafts fairs, an annual event in downtown Bellevue for over 60 years. Over 150,000 people visit this arts extravaganza each year.

Now in its 28th year, the Bellevue Festival of the Arts features 200 arts and crafts booths, a variety of food concessions, and free entertainment in an outdoor setting, located North of Bellevue Square, across the street from the Art Museum's Artsfair. All participants are selected by a panel of experts in their respective genre.

Proceeds from the festival are distributed to selected community charities, arts organizations, and development and aid projects locally and internationally. Visit www.bellevuefest.org for more info.

RULES AND STANDARDS

It is understood that the Bellevue Festival of the Arts is under the sponsorship of the Craft Cooperative of the Northwest (CCNW). The undersigned agrees to hold said Cooperative, its officers, directors, employees, and agents harmless from and against any and all liability which may arise by reason of the participant being given the right to be in the show and which may arise out of the acts and/or negligence of the participant, or the participant's employees or other persons acting on the behalf of the participants.

Participant further agrees to hold Cooperative, its officers, directors and employees harmless from and against any and all products liability claims which may arise out of the sale of products by the participant in the show.

Participant has read and understood the above. Participant has also read and understood the following CCNW Arts and Crafts Show rules and regulations (below) and agrees to abide by them. Violation of any or all of these rules and regulations could result in participants being asked to leave the show.

Rules

1. Out-of-state participants are responsible for obtaining a temporary license required to collect state of Washington sales tax. Residents of Washington State must also have the proper business license to collect state taxes. Information regarding a Washington State Temporary Business Registration will be sent to the artist upon acceptance. A \$15 City of Bellevue License fee is included in the booth fee.

2. **Registration is final.** However, if you are forced to cancel, you may receive a **50% refund** by informing us by **June 1st. No refunds after June 1.** There will be no refunds due to bad weather.

3. Participant will abide by loading and unloading procedures as prescribed and provided by CCNW. No parking on the streets or sidewalks at any time. No loading, unloading, set up or tear down from the streets or sidewalks. The city enforces strict requirements. Participants further agree to park only in authorized areas as assigned by CCNW.

4. Booths may be left up overnight but at the sole risk and responsibility of the participant. All products should be removed from booths left overnight. Extensive security is provided. However no fence exist around this urban site.

5. Participant agrees to set up booth within restricted boundaries set forth by CCNW. Chairs and portable display items may not extend beyond the booth boundaries.

6. Participant must provide booth, props for display, cover in case of bad weather (i.e. rain, wind, extreme heat) and weights.

Feb 15 Application deadline-- both juried and invited entries
(postmark)

March 15 Notification of jury results emailed to all artists from info@bellevue-fest.org

April 1st Participant's space assignment, booth fee bill and set-up info mailed

May 1st Booth fee balance due*

July 27-29 FESTIVAL - FREE ADMISSION
Friday 10am -8pm
Saturday 10am-8pm
Sunday 10am-6pm

*see "Rules" for cancellation policies and deadlines

Exhibition Standards

7. All products sold by participant must be handcrafted by the participant and comparable in quality to the products submitted in jurying. Embellished objects, imported or production work is not acceptable. No manufactured, work or work from commercial kits or molds. CCNW reserves the right to ask that questionable items be removed and/or that the participant leave the show.

8. Artists may only show work in categories approved by the jury. Only artists accepted in the jewelry category may exhibit jewelry.

9. T-shirts and greeting cards need prior approval.

10. Reproductions must be labeled "Reproduction", signed and numbered as limited edition and are not to exceed 40% of of all work in the booth. In the case of Photographers & Printmakers, 60% of the work displayed must be gallery quality framed work.

11. A booth must be used only by those who register for it, and must be used all three days. No portion of your booth may be sublet to another person. If two people collaborate to produce original work, each person must be identified on the application and present at the festival. No work by employees or apprentices will be accepted. **The artist(s) must be present at the festival all three days and remain if sold out. Artist(s) may not show in other fairs in Bellevue on the same dates.**

12. Sharing a booth with one other artist may be permitted at jury's discretion. Must apply separately.

13. No blue poly tarps shall be used in your booth. Unpainted materials (pegboard, plywood, raw building lumber) will not be permitted. Booths must be pre-built and assembled on site.

14. Your booth must have sides and a back. Do not depend on your neighbor's booth to form your back and side boundaries. Be prepared to cover your neighbor's "backside."

15. Rusted or well worn galvanized pipe booths must have pipes covered with fabric covers.

16. If your booth is located along the sidewalks of NE 8th or Bellevue Way, the city prohibits displaying from the backside of your booth.

17. No storage of boxes, stock, etc. will be permitted behind the booths on NE 8th, Bellevue Way, or in front of any businesses including Cost Plus.

18. No pets allowed.

19. Electricity is generally not provided. However, we can wire to some locations at cost.

JURYING

Participant selection

Recognized artists and craftspeople from the local community will review images submitted by applicants. The images will not reveal the identity of the submitting artist, thus assuring an objective selection of participants. Selection criteria will stress artist's presentation, creativity, and technical skill.

Invited Artists

Each year during the festival, participants will be evaluated for possible invitation to the following year's show based upon their work, presentation and adherence to festival rules. The jury will also add one point to the total score for the artist's past participation in the event. About one-third of those exhibiting will be selected to be in the next year's event and can forgo that year's jurying process but will still need to submit an application and process fee. Reinvited participants will be notified by the following December. Participation or invitation in any previous Bellevue Festival of the Arts does not guarantee acceptance but will be considered.

Artists to be juried

Submissions

Please understand that every submission that does not follow the required guidelines causes extra time to process and may result in increased booth fees in the future.

Send a CD with 5 jpegs only: three images that best represent the

work intended to show, one of the booth fully stocked and one for an online icon.

Images need to be at least 750 pixels (at 72 dpi) on the longest side. **Label each file with your name: last name, first name and image number in the jpeg file name, for instance: DoeJohn1.jpg, DoeJohn2.jpg, etc...** Please include a square image at 100x100 pixels (at 72 dpi) for use as an icon to link to your website.

Since artists are juried solely on their image presentation, it is recommended to have high resolution jpegs of images that are clear, correctly exposed and sharply focused.

Fill out relevant information about your techniques, materials, size, and price range on the application. Only CDs will be accepted. The jury can not view photos, brochures or samples of work.

No jury application will be considered without a booth image and complete information. If you do not have an image of your actual booth, photograph an arrangement/grouping of your work to show scale and how your work would be displayed. You may include a resume and list of shows you have participated in.

If applying in more than one category, submit a separate and complete application including additional images and \$40 application fee.

Images of accepted artists may be used for publicity, web site and confirmation purposes prior to and during the festival.

Every effort is made to honor specific requests. Booth placement request will be honored on a first come, first serve basis upon receipt of payment. Since there is only a limited number of each type of space, specific requests cannot be guaranteed.

Beginning in February, we mount an extensive 6-month marketing campaign, which includes print, media, online and radio coverage. We maintain a facebook page. An image of your work and a link to your website will be posted on our participants page at bellevuefest.org

BOOTH & FEES

\$615	8 ft x 10 ft	\$665	10 ft x 10 ft
\$765	10x10 corner	\$790	10x10 dbl corner

\$40 non-refundable application process fee
City of Bellevue special event fee(\$15) and Artist
Parking is included in booth fee
No commission taken

CHECKLIST

INVITED ARTISTS - Deadline: February 15

- If you wish to be juried in an additional category or will be exhibiting a new line or different medium; follow instructions for artists to be juried.
- Complete the application as your registration form.
- Sign risk & liability statement.
- Enclose check/money order for process fee, \$40 made payable to CCNW.
- SASE: self-addressed stamped envelope.
- One image of your work: 100 x100 pixels at 72 dpi for use as an icon on our website.
- One high resolution image for PR and marketing

ARTISTS TO BE JURIED

- Complete all parts of application form.
- Sign risk & liability statement.
- Label with your name: last, first name, and image number & enclose 5 images-3 images of your work, one of the booth, fully stocked with your craft, and one 100 X 100 pixels at 72 dpi to be used as an icon. Jpgs on CD only--no photos/prints accepted.
- Enclose check/money order for jury fee, \$40 payable to Craft Cooperative of the Northwest.
- SASE: self-addressed stamped envelope with adequate postage for return of your CD if you would like it returned.

Mail all of the above to:

CCNW, 1916 Pike Place, #146, Seattle WA 98101

Questions? Call us at **206.363.2048** or email us at **info@bellevuefest.org**

Image 4 Booth (fully stocked with your craft) Images 100x100 thimbnail
 Image 3
 Image 2
 Image 1

Image Info (must complete in full) please describe technique, materials / size / price

Repeat Email: _____
 Website: _____
 City: _____ State: _____ Zip: _____
 Address: _____
 Phone Biz/Home () () Cell phone ()
 Business Name _____
 Name(s) _____ Media _____
 APPLICATION (please print clearly) Invited office use only

WA UB# _____ (must obtain and provide before participating)

Vehicle: Truck (sz) _____ Van Car Trailer length _____

Booth preference (indicate 1st, 2nd and 3rd)
 10'x8' \$615 (limited amount available)
 10'x10' corner \$765 (limited)
 10'x20' corner \$1315
 10'x10' dbl corner \$790 (limited amt)
 10'x20' corner \$1415

(FOLD HERE)

MEDIA/CATEGORY _____ name(s) _____ booth size _____

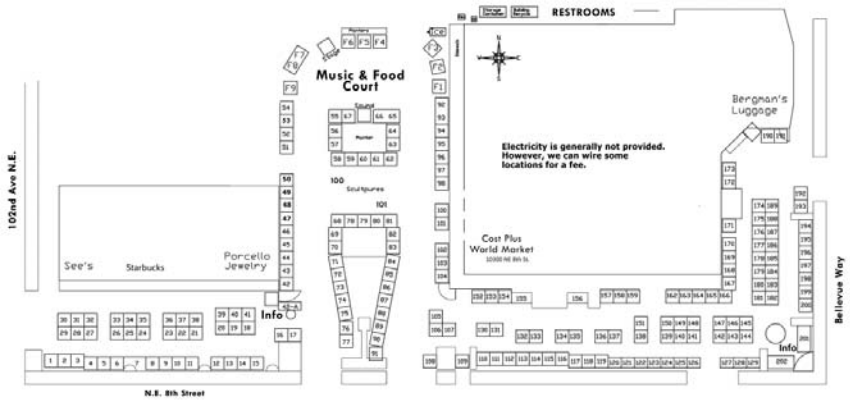
Please notice that corners and double booths are in short supply
 See a map of the fair at :
<http://www.bellevuefest.org/application.php>

Check categories which best describe your work

- 2D MM & 2D other _____
- Acrylic/Oil Painting-original _____ % repro _____ %
- Watercolor- original _____ % repro _____ %
- Drawing/Pastels -original _____ % repro _____ %
- Batik
- Printmaking
- Photography (explain printing process) _____
- Computer generated work
- 3D Other _____
- Jewelry-Metal
- Jewelry-Other* _____
- Textiles-Wearable
- Textiles-Other _____
- Glass

*Jewelry in any medium must be entered in the jewelry category.

- Leather
- Wood
- Ceramics
- Sculpture
- Metal



Please circle general areas of preference (indicate 1st, 2nd, 3rd choice)

SPECIFIC REQUEST _____ Every effort will be made to honor your request.

(FOLD HERE)

We gain possession of the lots at 6pm on Thursday. Load-in times are staggered and assigned according to the booth location. Please see the 'load-in' map on our website artist info page.

RISKS AND LIABILITY

I/We _____, have read and agree to abide by the Bellevue Festival of the Arts rules and regulations enclosed with this registratio. I /we agree to abide by the decision of the panel of jurors as to the acceptability of my application and that this application does not guarantee a space. I /We hereby release and hold harmless the Craft Cooperative of the Northwest from any and all liability including, but not limited to: theft, personal injury, bodily injury, strike, public enemy or act of God and to indemnify it for any damages arising from my conduct at the event. I agree to allow the Bellevue Festival of the Arts use of enclosed digital images and other promotional materials (including photographs and videotapes) taken during the Festival for purposes of promoting the Festival this year and future years.

Signature _____ Date _____

Signature _____ Date _____
 (application must be signed)

(CUT)

