

# Bellevue Festival of the Arts

## 2008 Artist Prospectus & Application

### 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 runs concurrently with two other arts and crafts fairs, an annual event in downtown Bellevue for more than 60 years. Over 250,000 people visit this arts extravaganza each 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. 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](http://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. If we do not receive a valid UBI# prior to the festival, the artist will not be able to participate.

Information regarding a Washington State Temporary Business Registration will be sent to the artist upon acceptance.

A separate \$15 City of Bellevue License fee will be charged each participant at the time you receive your booth fee bill.

2. Registration is final. However, if you are forced to cancel, you may receive a **50% refund** by informing us by **July 1. No refunds after July 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 unless authorized by the City of Bellevue Police Dept. 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.

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, and cover in case of bad weather (i.e. rain, wind, extreme heat).

**March 10** Application deadline-- both juried and invited entries  
(postmark)

**April 10** Notification of jury results mailed to all artists

**May 15** Participant's space assignment, booth fee bill and set-up info mailed

**June 5** Booth fee balance due\*

**July 25-27** FESTIVAL

Friday 10am -8pm

Saturday 10am-8pm

Sunday 10am-6pm

In the sunny out-of-doors

Cost Plus World Market lot

\*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 are not acceptable.

10. Reproductions must be labeled "Reproduction" and are not to exceed 40% 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 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. Artist(s) may not show in other fairs in Bellevue on the same dates.**

12. No poly tarps shall be used in your booth.

13. 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 8<sup>th</sup> 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 8<sup>th</sup>, Bellevue Way, or in front of any businesses including Cost Plus.

18. No pets allowed.

# 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.

## Re-invitation Artist

Each year during the festival, participant's 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 after the festival. Participation or invitation in any previous Bellevue Festival of the Arts does not guarantee acceptance.

## Artists to be juried

### Submissions

Each applicant must send either four slides or a CD with 4 jpegs only: three images that best represent the work intended to show, and one of the booth.

For digital images, please submit high resolution jpegs approximately 1 MB in size. We will accept jpegs formatted to the Zapplication requirements. Be sure to include your name and image # in the jpeg file name.

Since artists are juried solely on their image presentation, it is recommended to have slides or jpegs of professional quality, clear, correctly exposed and sharply focused.

Each slide must include your name and an arrow indicating the correct direction for viewing. Number your slides. See example below.

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

**No jury application will be considered without a booth slide and this material/information. If you do not have a slide 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 slides and a \$30 application fee.** Work submitted for each category must be substantially different.

If you are accepted or are assigned "waiting list status" the slides will be kept to assure that the work and booth are consistent with the actual exhibit and will be returned at or after the event. If you are not accepted, your slides will be returned promptly.

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

## BOOTH SPACES & FEES

\$475 8ft x 10ft

\$525 10ft x 10ft

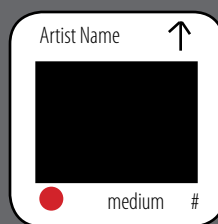
\$575 10x10 corner

\$600 10x10 dbl corner

**\$30 non-refundable application process fee**

**\$15 City of Bellevue special event fee**

Slide  
Labeling  
Format



Every effort is made to honor specific requests. Booth assignments are made on the basis of availability, with reinvited artists given first priority. Since there is only a limited number of each type of space, specific requests cannot be guaranteed.

## CHECKLIST

### REINVITED ARTISTS

- 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 registration form.
- Sign risk & liability statement.
- Enclose check/money order for process fee, \$30 made payable to CCNW.
- SASE: self-addressed stamped envelope.
- One representative slide or jpg of your booth or work to help us with booth placement.
- Mail all of the above to:  
CCNW  
1916 Pike Place, #146  
Seattle WA 98101

### ARTISTS TO BE JURIED

- Complete all parts of application form.
- Sign risk & liability statement.
- Label & enclose 4 images-3 images of your work and one of the booth, fully stocked with your craft. Slides or jpgs on CD only--no photos/prints accepted.
- Enclose check/money order for jury fee, \$30 payable to Craft Cooperative of the Northwest.
- SASE: self-addressed stamped envelope with adequate postage for return of your images if you would like them 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) \_\_\_\_\_

Image 3 \_\_\_\_\_

Image 2 \_\_\_\_\_

Image 1 \_\_\_\_\_

Image Info (must complete in full)

technique, materials / size / price

Website: \_\_\_\_\_ Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Address \_\_\_\_\_

Phone (home) \_\_\_\_\_ (work) \_\_\_\_\_ cell \_\_\_\_\_

Business Name \_\_\_\_\_

Name(s) \_\_\_\_\_ Media \_\_\_\_\_

APPLICATION (please print clearly)

Booth preference (indicate 1st, 2nd and 3rd)

10'x10' \$525

10'x10' dbl corner \$600 (limited amt)

10'x20' corner \$1050

10'x20' corner \$1100

Vehicle:  Truck (sz)  Van  Car  Trailer length \_\_\_\_\_

WA UBI# \_\_\_\_\_ (must obtain and provide before participating)

Check here if this is a new address

office use only

(FOLD HERE)

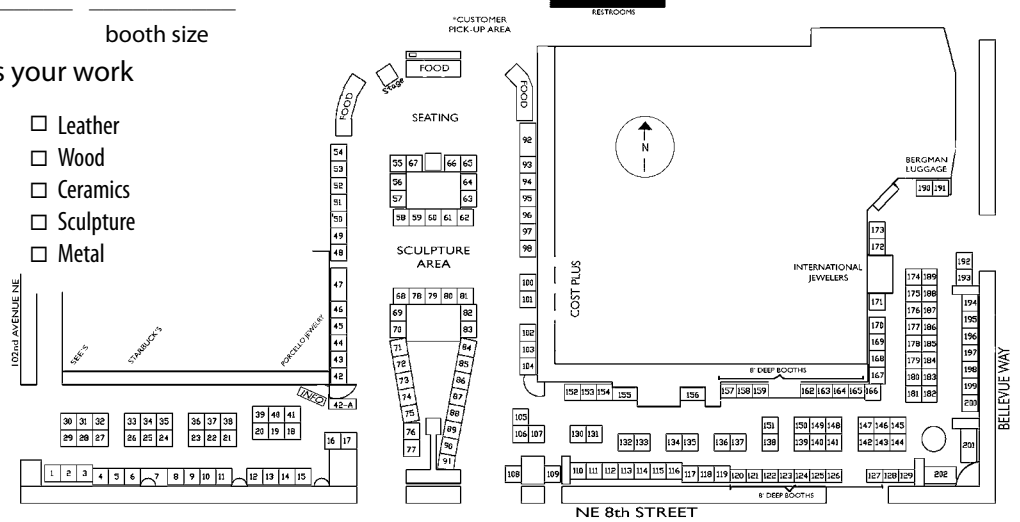
MEDIA/CATEGORY \_\_\_\_\_ name(s) \_\_\_\_\_ booth size \_\_\_\_\_

Check category which best describes your work

- 2D Mixed (includes paper) \_\_\_\_\_
- Acrylic/Oil Painting-original \_\_\_\_\_ % repro \_\_\_\_\_ %
- Watercolor-original \_\_\_\_\_ % repro \_\_\_\_\_ %
- Drawing/Pastels-original \_\_\_\_\_ % repro \_\_\_\_\_ %
- Batik \_\_\_\_\_
- Printmaking \_\_\_\_\_
- Photography \_\_\_\_\_
- 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)

RISKS AND LIABILITY

I/We \_\_\_\_\_, have read and agree to abide by the Bellevue Festival of the Arts rules and regulations enclosed with this registration. 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 slides 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)

