

Hutchinson Area Chamber of Commerce, CVB  
35th Annual Arts & Crafts Festival  
2 Main Street South  
Hutchinson, MN 55350

*Hutchinson*  
Minnesota's Hometown!

## CATEGORIES

# 35th Annual Outdoor Arts & Crafts Festival

**Apparel:** Handmade and embellished clothing/apparel items. No machine-tooled, machine screened patterns or miscellaneous forms of mass production.

**Dolls:** Handmade dolls, doll clothing, and doll accessories.

**Fiber Art:** Original works in fabric or other textiles, no machine-made or mass produced items permitted.

**Floral:** Original arrangements done by hand with dried, silks, plastic, or other materials.

**Folk:** Original works, no machine-made or mass produced work permitted.

**Glass:** Functional or decorative works that have been crafted via glass-blowing, molding, casting or kiln-formed, etched or engraved. No forms of mass production.

**Holiday:** Handmade decorative or functional items for any of the holiday seasons.

**Jewelry:** All original jewelry produced from metal, glass, clay, fiber, paper, plastic or other materials may be entered in this category.

**Metals:** Original handmade decorative or functional items.

**Mixed Media:** Original, handmade art or craft products that are developed from a wide range of mediums.

**Music:** Artist's original works. Sale of artist's own CD's, tapes, etc. permitted.

**Painting:** Original works created in oils, acrylics, watercolor, etc.

**Photography:** Artist's original works or prints there from.

**Pottery:** Original works, no machine-made or mass produced work permitted.

**Sculpture:** Original works, no machine-made or mass produced work

**Toys:** Original handmade toys in any material are permitted. No forms of mass production.

**Weaving:** Handmade functional or decorative, no forms of mass production.

**Woodworking:** Original works that are hand-tooled, machine-worked, turned, or carved.

General "Rules & Jury Information" on page 2 of this application.

# 35th Annual Outdoor Arts & Crafts Festival

Hutchinson, Minnesota

## September 18 & 19, 2009

# Artist & Crafter APPLICATION INFORMATION & INSTRUCTIONS

Deadline: **March 30, 2009**

All applications submitted by the deadline  
will be juried together by category.  
If space is available after the jury, applications  
received after the deadline will be  
juried together by category.



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# 35th Annual Outdoor Arts & Crafts Festival

Library Square (Outdoors), Hutchinson, MN

Festival Philosophy: *To present the best of handmade arts & crafts.*

### Application

All applicants must submit the completed and signed application with photos and fees.

### Photos

All applicants must submit at least three (3) photos of separate pieces of work as well as one (1) photo of a recent booth display.

**NOTE** - All applications are juried by the photos submitted each year. Past festival participation does not eliminate this process. It is in your best interest to provide quality photos of your work. Photos are filed with applications for future reference and therefore will not be returned.

### Fees

#### **Booth Fee**

\$135.00 postmarked before March 30, 2009.  
\$175.00 postmarked after March 30, 2009.

#### **Jury Fee**

\$25.00 jury process fee. **NON-REFUNDABLE**

Booth and jury fees must accompany application.

**Registration checks/credit cards will be deposited/charged upon receipt.**

### Exhibit Space

Spaces are approximately 10' x 10'.

**There is NO guarantee there will be no obstructions in the spaces in the park.**

The Festival has the right to make any changes necessary to the layout of the booths.

### Set-up & Show Hours

Beginning times for set up will be explained in the confirmation letter and instructions.

Failure to set up by given date and time will result in a forfeit of space. Festival hours are Friday from 10 am to 6 pm and Saturday from 9 am to 4 pm.

There will be no refund for a forfeit of space.

### Sales Tax

Any person who pays consideration of any kind to sell at such an event is considered to be in business and must collect sales tax on all retail sales of taxable items.

To register for a MN tax identification number, call the MN Dept. of Revenue at 651-282-5225.

# RULES

### Rules & Jury Information

The jury is composed of a panel of practicing professional artists.

**All work exhibited must be your own handcrafted creations. Where purchased materials are used as components, the finished work must be substantially created and made by the applying artist.**

- No manufactured items
- No kit art
- No imports
- No store merchandise
- No ready-to-eat items
- No home-show items
- No machine-tooled/screened items
- No forms of mass production
- No sales (%-off signs, out-of-business, etc.)

Exhibiting artists/crafters must be present during all show hours.

All applications submitted by the deadline will be juried together by category.

The decision of the jury committee is final.

**The Hutchinson Area Chamber of Commerce, Convention & Visitors Bureau reserves the right to refuse any application.**

### Acceptance/Confirmation

**Registration checks/credit cards will be deposited/charged upon receipt.**

Refunds, **minus jury fee**, will be sent to declined applicants.

Confirmation will be sent by May 1, 2009.

### Cancellation Policy

1. Jury fee is non-refundable.
2. Cancellation prior to June 1, 2009 - booth fee will be refunded minus jury fee.
3. Cancellation before July 1, 2009, but after June 1, 2008 - booth fee will be refunded minus \$50 and jury fee.
4. Cancellation after July 1, 2009 - **no refunds.**

# REGISTRATION FORM



# 35th Annual Outdoor Arts & Crafts Festival

**Booth Fee :** \$135.00 postmarked before March 30, 2009  
\$175.00 postmarked after March 30, 2009

**Jury Fee :** \$25.00 jury process fee **NON-REFUNDABLE**

Name (First & Last) \_\_\_\_\_

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

Mailing Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

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

MN Sales Tax Number (REQUIRED) \_ \_\_\_\_\_

Vehicle License # \_\_\_\_\_ State \_\_\_\_\_

Booth Location Preference \_\_\_\_\_

Category \_\_\_\_\_

A list & description of categories is on the other side of this page.  
List the one (1) category the majority of your work best fits.

\_\_\_\_ **Photos Enclosed** (photos will not be returned)

Upon approval of the jury, spaces will be assigned. We will do our best to honor your request, however, we do have the right to assign spaces as we see fit. We offer no guarantee there will be no obstructions in the spaces in the park. **The Festival organizer reserves the right to refuse any application.**

**Liability Insurance Waiver:** It is hereby agreed and understood that the exhibitor will carry the necessary insurance covering pictures, art objects, and other property displayed by the exhibitor in Library Square, and/or on the streets and sidewalks of Hutchinson during the Arts & Crafts Festival, September 18 and 19, 2009 and hereby exonerates the Hutchinson Area Chamber of Commerce, CVB, all committees, the City of Hutchinson and officials and members, from all liability of any nature while said objects are on display, or while in transit to or from the aforesaid Hutchinson Park, sidewalks and streets

Signature \_\_\_\_\_ Date \_\_\_\_\_

I have received, read and agree to abide by all rules. The photos submitted are representative of my art/craft.

### Office Use

Payment Enclosed

\_\_\_ Check

\_\_\_ Credit

\$ \_\_\_\_\_

Photos

\_\_\_ Enclosed

\_\_\_ Electronic

Application/

Photo #

\_\_\_\_\_

Accepted

Yes No

Booth Number

\_\_\_\_\_

## Payment Info:

### **Booth Fee**

\$135 before March 30, 2009  
\$175 after March 30, 2009

\_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

### **Jury Fee**

\$25.00 (non-refundable) = \$25.00

### **Personalized Post Cards**

(will be sent out with acceptance letter)  
\$10 per 100 cards

\_\_\_\_\_ @ \$10.00 = \_\_\_\_\_

**Total Due \$** \_\_\_\_\_

### **Payment Method:**

\_\_\_ Check Enclosed

\_\_\_ Visa or Mastercard

Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_