



18th BROCKPORT ARTS FESTIVAL
ARTS & CRAFTS VENDOR
APPLICATION



FINAL DEADLINE JUNE 30, 2012

Please complete the entire form (2 pages) and mail with your photos and check to
BISCO, BAF Coordinating Committee
P.O. Box 197, Brockport, NY 14420

For further information or questions, please e-mail brockportartsfest@frontier.com
Go to BrockportArtsFestival.com or call 585.395.9606

PERSONAL/BUSINESS INFORMATION: Please print/write clearly.

NAME: (*last*) _____ (*first*) _____

BUS. NAME: _____

MAILING ADDRESS: _____

Give address where we can reach you _____ *ZIP* _____

E-MAIL ADDRESS: _____

PHONE NUMBER: _____

WEB SITE: _____

HANDICAP PLATE NO./STICKER NO. _____

STATE TAX NUMBER: _____

SINGLE Space ____ **DOUBLE Space:** ____ (*See early discount p. 2*)

FESTIVAL INFORMATION:

- **Date:** August 11-12, 2012
- **Time:** Sat. 10-6, Sun. 10-5
- **Location:** Main Street, Brockport, NY
- **Booth spaces** 11-12 ft. wide to fit 10' square booths
- **Special Requests – List and Explain as needed:**

Please **CHECK** the space in front of the category in which you wish to be juried.

___ Clothing ___ Ceramics/Pottery ___ Decorative, 3-D Art ___ Drawing/Graphics ___ Fiber/Leather
___ Jewelry ___ Glass ___ Painting ___ Photography ___ Woodworking ___ OTHER

Please include 3 photos (4'x 6' min.) one showing your display and two showing close-ups of your work.

Provide a brief description of the items that you sell, especially the ones shown in your photos. Include materials and process(es) utilized. If you select the **OTHER** category, a more thorough explanation is required. Please attach an additional sheet if needed. Note: The judging committee reserves the right to place you in a more appropriate category for judging purposes in making their final decisions on category ribbon winners (more under Rules & Regulations page).

I have read this application, including the rules and regulation page, and agree to all terms and conditions described.

SIGNATURE: _____ **DATE:** _____

Please fully complete this form (this page and check list page 2) – may print back to back.

FOR FESTIVAL USE ONLY: DATE APPLICATION RECEIVED: _____ **FEE** _____

BOOTH # _____ **DATE: ACCEPTED:** _____ **DENIED:** _____

2012 BROCKPORT ARTS FESTIVAL ARTS/CRAFTS VENDOR APPLICATION, page 2

Please complete this form and return it with all items requested

CHECK LIST: Please check all applicable items

- _____ **Application Form** (1st page and this page – can be back to back)
- _____ **4" x 6" photos:** minimum size. (2 close – ups and 1 of the overall booth display-will be retained)
- _____ **Please include a stamped, self addressed business size envelope with your application** (for Notification of acceptance or denial & vendor parking tag if accepted).

- _____ ***Early Discount single booth reservation fee of \$125 – (includes \$25 discount)***
OR
- _____ **Regular single booth reservation fee of \$150 (April 1 on)**
OR
- _____ ***Early Discount double booth reservation fee of \$225 – (includes \$25 discount)***
OR
- _____ **Regular double booth reservation fee of \$250 (April 1 on)**

REMINDERS: *Early application discount applies only to applications received by **MARCH 31st**. Incomplete applications and/or missing pieces listed above will probably result in your application not being considered.*

Please mail your 2 application pages, check, 3 photos, and return envelope in a business size or larger envelope. Note: Photo quality also is important.

**Again, your packet should be sent to: BISCO, BAF Coordinating Committee
(Please make checks out to BISCO) PO BOX 197
Brockport, NY 14420**

NOTE: Your check will be deposited immediately according to good banking practices. It will be refunded if your application is denied. Thus, check deposit does not connote acceptance.

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Liability Waiver: By signing this agreement (on first page), you are also agreeing to the terms listed in this waiver on behalf of all members and/or employees of your business team.

By applying for entry into the Brockport Arts Festival, I intend to be legally bound, hereby for myself, my heirs, executors and administrators and thus waive and release any and all rights and claims for damages against The Village of Brockport, festival sponsor The Brockport Integrated Service and Community Organization (BISCO), its officers and board members or any of its agents, for any and all injuries suffered by me or any employee or member of my team at this event.

Further, I hereby grant full permission to BISCO and/or agents authorized by them, to use any photographs, videotapes, motion pictures, recordings and any other record of this event for any legitimate purpose it wishes. I hereby agree to the collection of sales tax and that any and all necessary insurance for me and my employees is solely my responsibility.

Finally, I agree to follow all regulations and rules put forth by the sponsor, the Village of Brockport and the Town of Sweden including the following: all booths must be stable and secure in case of high winds, no alcoholic beverages are to be sold and booth space must be returned to original condition. Any additional requirements will be posted on the festival website by February 15, 2012 and/or sent with acceptances.

WELCOME BACK TO MAIN STREET!

BAF ARTS & CRAFTS APPLICATION & FESTIVAL INFORMATION

This page is for your information and should be retained by the applicant.

FINAL APPLICATION DEADLINE JUNE 30, 2012

Application Process: All *vendor applications **must be complete** or risk denial. **All work must be the product of the individual(s) making the application.** Commercial products are not accepted and buy-sell merchandise is limited to no more than 10% of your total inventory. Vendors not adhering to this rule will be requested to remove the commercial elements and risk being asked to leave the festival at the end of the day. (**Note:** There is an application form and information at brockportartsfestival.com for a limited number of **commercial vendors.**)

Selection process. The Jurying committee reserves the right to accept or deny applicants on the basis of photos presented, plus any knowledge they may have personally of your work (ex. from previous festivals).

*** Special Note to category winners from festival 2011.** You must fill out the application and have it to us by the early deadline of March 31st. You do **NOT** need to send photos as you are considered pre juried for the year following your award. **Please put ATT. P. Baker on the envelope containing your application.**

Application Deadlines and Special Discount for early applications: The final deadline for applications is **June 30, 2012.** Anyone who wishes to take advantage of the 2012, **\$25 discount** for applying early (**Booth price \$150 minus \$25, double \$250 minus \$25**) must submit an application by **March 31, 2012.** BISCO wishes to encourage vendors to submit their applications early. Main Street logistics are more complicated so the deadline must be earlier than in 2011, plus location special requests (business vs. residential for example) will be awarded based on order of application arrival date. **Note:** All vendor locations are assigned at the discretion of the site committee.

Space Assignments: Currently all spaces are located on pavement (back to back booths running down the center of Main Street). Expect primarily blocks of 4 or 6 for most arts & crafts vendors (depending ultimately on available space.)

Vendor Parking: All vendors must have a parking tag to allow them access to the festival area and to park in vendor approved areas. One will accompany all acceptance notices. Parking spaces exist on some cross streets (one side only) and in a few larger parking lots. Overnight parking (no services) will be allowed only in the lot behind the Town Hall on State Street. See our website for a preliminary festival map in mid December. A few handicapped spots will be available. If one is needed, please so note under special requests on the front of the application form. Note that the festival committee does its best to locate vendors in regard to a number of factors: handicapped, requests to be in the business district (or residential area), and to avoid locating artists in same category next to one another.

Prizes: In addition to **Best in Show (\$250)** and the **Best in Category (a free single booth for festival 2013), 2nd prize awards of \$25 off the 2013 booth price** will be awarded where judges feel that is warranted. **A limited number of Honorable Mentions** also will be awarded ensuring automatic acceptance into the 2013 festival (no jurying requirements although all other requirements including price will apply). The judging committee also reserves the right to place vendors in a more appropriate category for judging purposes when making their final decisions on category prizes; they also may choose NOT to award all ribbons in all categories. Judges anonymously visit vendors on Festival Saturday.

Set Up Times and parking tag will be sent with acceptance letters. Vendors will be e-mailed exact booth location about 10 days prior to the festival and also should check the festival website August 3 - 10, 2012.

Other Information:

- Vendors needing **electricity** should describe usage needs under special requests to see if a special charge will be applied (it also affects booth location assignment). Those needing electricity to ensure being located in the appropriate area would be wise to apply early and should call or e-mail to check on a potential electricity fee **BEFORE** sending the application.
- **NOTE: No generators are allowed.**
- All vendors are responsible for collecting **state and local sales tax** (currently **8%** in Monroe County).
- Each participant is responsible for his/her tent, tables, etc. although there will be people to help with unloading, etc. Tents must be weighted down, not staked, because of the pavement surface.
- Please take care of your trash and leave the area looking like new. Trash receptacles will be located throughout the festival route. If help is needed contact your block captain.
- **NO REFUNDS WILL BE ISSUED AFTER A VENDOR HAS BEEN NOTIFIED OF ACCEPTANCE.**

QUESTIONS: Call 585.395.9606 for information or e-mail brockportartsfest@frontier.com.

WEBSITE: brockportartsfestival.com



Brockport Integrated Service & Community Organization
PO Box 197,
Brockport, NY 14420

BROCKPORT ARTS FESTIVAL PARTICIPANTS:

Welcome Back to MAIN STREET!

ABOUT US:

BISCO is a 501 (c) (3) not – for – profit organization which has sponsored the festival since its creation 18 years ago. At that time service clubs, the Fire Department and later the Elks Club decided there was a need for an organization needed to handle larger events – namely an arts festival to promote the community and raise funds for BISCO projects. The westernmost towns of Monroe County in New York State comprise the predominant service area. The organization’s primary focus is the support of projects that benefit individual or groups of children (See below). The organization still is composed of Kiwanis, Lions and Rotary representatives with community members representing Lakeside Hospital Foundation, The Chamber of Commerce and other local entities as well as interested persons not affiliated with an organization or club.

Each year BISCO sponsors the Brockport Arts Festival which brings thousands of visitors to our beautiful and historic **“Victorian Village on the Erie Canal.** For the past two years, while Main Street was being completely reconstructed by the state, the festival was kept alive at other sites. This year it is in its usual date slot, the second weekend in August, as well as back to its usual location, Main Street, Brockport. NY.

BISCO has used its proceeds in the past for such projects as:

- Adult/child lawn swing for Monika Andrews Park
- Computers for the Seymour Library’s Youth Area
- Sweden/Clarkson Community Center Playground (ongoing)
- Lakeside Hospital Equipment
- Playgrounds on Barry Street and Clark Street in Brockport
- Bleachers, a batting cage and partial funding of safety fencing at the new ball field at Sweden Town Park and a large donation for the Skate Board Park.
- Support for the Brockport Toy Shelf
- The Cool Kids Program, especially the Friday Summer program
- The Brockport Central School “Walk to School” program
- Extrication equipment for the Brockport Fire Department

BrockportArtsFestival.com