

# 2017 Holiday Art Sale

## Saturday, December 9, 2017

**PLEASE READ CAREFULLY AS SOME HOLIDAY ART SALE POLICIES HAVE CHANGED**

### FEES AND DEADLINES

**All Holiday Art Sale Vendors must donate 10% of total sales to the Auburn Arts Association at the conclusion of the sale on Saturday, December 9.** Payments can be made at the front office of the Jan Dempsey Community Arts Center. Failure to pay will result in exclusion from future Holiday Art Sales. Please note the 10% fee is non-refundable.

- **DEADLINE TO APPLY: Monday, November 13, 2017.**

### ACCEPTANCE AND WAIT LIST

- Artists will be notified of acceptance or wait list status by **EMAIL** no later than Wednesday, December 6, 2017.
- Artists on the wait list may choose to remove themselves, but every effort will be made to include as many artists as possible. Any artists wanting to be removed from the waiting list must notify Cari Cleckler at [cleckler@auburnalabama.org](mailto:cleckler@auburnalabama.org).

### EXHIBIT SPACES

- Exhibitor spaces will be located in three facilities: Jan Dempsey Community Arts Center, Harris Center and Frank Brown Recreation Center. Set up time and facility location will be included in the confirmation email sent no later than Wednesday, December 6.
- Exhibitor spaces are limited. Even applications turned in prior to the deadline are not guaranteed a space.
- Each artist must bring his or her own displays, such as easels, tables, pedestals, etc. **We will not be able to provide tables at any facility.** Chairs will be available upon request.
- Holiday Art Sale committee reserves the right to accept vendors into the Holiday Art Sale based on availability of space and type of artwork. This includes the possibility of duplicating similar items in the sale.
- As required by law, each artist is responsible for turning in state, county, and city taxes. Tax forms will be sent via email with final confirmation packets no later than December 6.
- Power will not be available at most booth spaces, please plan accordingly.
- ***Please understand that due to the large number of participants, special requests for booth locations will not be considered.***

### ELIGIBILITY AND STANDARDS

- All works must be original and created by the artist. Commercially manufactured items or items produced from commercial kits or molds may not be sold.
- Artist or representative must be present and sell their work throughout the entire event.

### HOW TO APPLY

- Complete the application on the following page.
- Applications may be hand delivered to the Dean Road Recreation Center located at 307 South Dean Road in Auburn, emailed to Cari Cleckler at [cleckler@auburnalabama.org](mailto:cleckler@auburnalabama.org) or mailed to the address below. Please note that applications submitted any other way or delivered to any other city facility will result in delayed processing.
- Application packets must be postmarked no later than November 13, 2017 and mailed to:

**Holiday Art Sale**  
**Attn: Cari Cleckler**  
**425 Perry Street**  
**Auburn, AL 36830**

# 2017 Holiday Art Sale Application

## Saturday, December 9, 2017

Application # \_\_\_\_\_

Please fill out completely & PRINT clearly

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_

Business Name \_\_\_\_\_ Email Address \_\_\_\_\_

Business Website \_\_\_\_\_

Description of items to be sold

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Your application will be considered ONLY after you have completed this form and signed it. **Incomplete applications will not be considered.** All confirmations will be sent via email. If no email is provided, no confirmation can be sent.

**Please initial that you have read and agree to the following:**

\_\_\_\_\_ **10% of total sales must be donated to the Auburn Arts Association at the conclusion of the sale.** Once the sale has ended, payments can be made at the front office of the Jan Dempsey Community Arts Center. Failure to comply will result in exclusion from future Holiday Art Sale events.

\_\_\_\_\_ No **tables, extension cords** or **additional lighting** will be provided. Chairs will be available upon request.

\_\_\_\_\_ No special requests can be made for building location or booth location.

\_\_\_\_\_ Booths will be set up no later than 8:30 a.m. and broken down no earlier than 4 p.m. on December 9. Early set up time is provided on Friday, December 8. Early set up hours and instructions will be sent via email **no later** than December 6.

\_\_\_\_\_ Staff may not be available to assist with booth set up, breakdown, loading and unloading of vehicles. Please plan accordingly.

\_\_\_\_\_ Applications mailed to the address below, emailed to Cari Clecker or hand delivered to the Dean Road Recreation Center will be processed first. Applications delivered to any other facility **may result in delayed processing** and exclusion from the Holiday Art Sale.

### WHERE TO MAIL:

Holiday Art Sale

Attn: Cari Cleckler

425 Perry Street, Auburn, AL 36830

### DROP OFF AT:

Dean Road Recreation Center

307 South Dean Road, Auburn, AL 36830

### EMAIL:

cleckler@auburnalabama.org

### PLEASE RANK THE FOLLOWING ITEMS IN

THE ORDER OF IMPORTANCE: (1 being the most important)

\_\_\_\_\_ **Large Booth Size**

\_\_\_\_\_ **High Traffic Vendor Location**

\_\_\_\_\_ **Any Location in the Harris Center**

\_\_\_\_\_ **Any Location in the Jan Dempsey Community Arts Center**

\_\_\_\_\_ **Any Location in the Frank Brown Recreation Center**

\_\_\_\_\_ **Access to an Electrical Outlet**

**DESCRIBE YOUR BOOTH SPACE**

How many tables will be used in your display? \_\_\_\_\_

How many easels will be used in your display? \_\_\_\_\_

Please describe the fixtures used in your booth display \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**HOLD HARMLESS AND INDEMNIFICATION AGREEMENT**

I/we, the undersigned, for and in consideration of permission and space to participate in the Holiday Art Sale on Saturday, December 9, 201 agree to indemnify, hold harmless, and defend the City of Auburn, Alabama, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorneys fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with my/our activities preparing for the Holiday Art Sale, participating in the Holiday Art Sale or traveling to or from the Holiday Art Sale.

I HAVE READ AND FULLY UNDERSTOOD THE ABOVE HOLD HARMLESS AND INDEMNIFICATION AGREEMENT.

\_\_\_\_\_

Signature of Exhibitor

Date

\_\_\_\_\_

Signature of Parent or Legal Guardian

Date

If Exhibitor is under the age of nineteen (19).

**FOR OFFICE USE ONLY:**

Date Application Received \_\_\_\_\_

Time Application Received \_\_\_\_\_

Date Email Confirmation Sent \_\_\_\_\_

Notes

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