

NORTON COMMONS ART FESTIVAL APPLICATION

EVENT DATES: MAY 18 & 19, 2024, 11AM-5PM

APPLICATION DEADLINE: APRIL 1, 2024

BOOTH FEE: RETURNING ARTISTS - \$275 FOR 10' X 10' SPACE • NEW ARTISTS - \$300 FOR 10'X10' SPACE

Festival Rules & Information - **Read entire application before applying**

Permitted & Prohibited Items. Handcrafted, artist-made products are welcome at the Festival. The following are prohibited: any work that artist did not make by hand or is not artist's own work or the work of a person(s) known to the artist approved by the Artist Approval Committee. This includes but is not limited to buy-sell*, imported items, kit-made or pattern items, mass-produced items, and commercially manufactured items, all of which are prohibited. If prohibited items are found, artist will be asked to leave the Festival and will forfeit all fees. Removal decisions are at the sole discretion of the Event Director. Please do not apply if works include prohibited items. *If booth availability remains after April 1, certain high-end buy-sell items may be permitted in a vendor section of Festival. Contact Event Director for details.

Photos. Photos of artist works & process are required to be submitted for new applicants. Additional information regarding artist process, materials, and/or products may be required by Artist Approval Committee for new or returning artists.

Booth Staffing. Booths must be open and staffed during all hours of the 2-day event. Artists that pack up early or leave a booth unattended will not be invited back. Booth sitters will be provided for short breaks.

Booth Fee. Booth fees are nonrefundable except in the event of cancellation due to pandemic or governmental mandate. For returning artists, the fee is \$275 per single 10'x10' space. For new applicants, the fee is \$300 per single 10'x10' space. Full booth payments must be received by **April 15, 2024**. Booth fees do not include tent, tables, or chairs. Make out checks to Norton Commons, LLC.

Insurance. Artists are responsible for maintaining general liability insurance for their booth space during the event for their personal protection against loss. The Norton Commons Art Festival and its affiliates and agents will not be responsible for any exhibitor property damage, as detailed in the Legal Agreement. Upon acceptance of your booth space, exhibitors must provide the Festival with an appropriate Certificate of Insurance, with Norton Commons LLC listed as an additional insured pursuant to a general liability insurance policy with minimum event coverage of \$1,000,000.

Booth Set Up. Set-up is Friday, May 17 from 3pm-8pm, and/or Saturday, May 18 from 7:30am-10am.

- **Booth Locations.** Booth locations will be assigned based upon the order in which applications are received with due regard given to product mix, and an attempt to incorporate reasonable location requests when possible. **Event Director has sole discretion in assigning booth locations. Artists who complain about or do not cooperate with booth assignments/locations will not be invited back to Festival and may be asked to leave and forfeit all fees.**
- **Tents.** Artists must secure tents and booths with effective, professional-looking weights that are at **least 35 lbs. on each leg** of the tent. All tents will be inspected for safety and security on Friday night and again before the show. **Commercial grade tents are strongly preferred. Participants will not be permitted to participate if tents are not properly secured. Staking is not permitted.**
- **Weather.** This event is rain or shine. Dangerous weather will result in temporary closure of Festival.
- **Electricity.** No electricity is available. Generators are not permitted unless they are whisper quiet, and Event Director must be made aware of and approve generators prior to the Festival.
- **Music.** There will be live music throughout the weekend. If you do not want to be located near the music, make note of that in the application.
- Event security will be on-site during Festival hours and overnight May 17 & 18.

Legal Agreement

By submitting the following application, applicant agrees to abide by all rules and guidelines of the Norton Commons Art Festival and agrees not to hold Norton Commons, LLC or any of its affiliates, agents, employees, contractors, or subsidiaries responsible or liable for any personal injury, sickness, accident, damage, or loss, damage or theft of goods, art and/or applicant's property that may occur related to, in connection with, or arising out of the Festival or artist's attendance and/or participation in the Festival. Applicant also avers it has the required liability insurance covering its goods and property for the dates of the Festival.

Send completed applications to mpatterson@nortoncommons.com by April 1, 2024. Booth payments should be sent to 9418 Norton Commons Blvd. #300, Prospect, KY 40059 after written approval of application is received. Checks should be made out to Norton Commons, LLC.

Norton Commons Art Festival 2024 Application

Applicant's full name: _____

Business name as you wish it to appear on booth listing (if different than above):

Contact information

Address: _____

Phone: _____

Email: _____

Website(s): _____

Medium category (crafts, fiber, glass, painting, photography, wood, sculpture, metal, mixed media, etc.):

Description of products to be sold: _____

Price of your work (please provide low-high range AND average price):

Low-high price range: _____ Average price: _____

Return Artist/Maker to the Norton Commons Art Festival (if yes, indicate years in attendance)?

How many booth spaces will you need? _____

How many persons will staff your booth(s)? _____ Will you need a booth sitter? _____

How did you hear about the show? _____

Do you **have required weights for each leg** of your tent that are at least **35 lbs. each**? _____

Special requests regarding booth space and/or location (there is no guarantee requests will be accommodated and Event Director has sole discretion in assigning booth locations):
