REGISTRATION INFORMATION

**June 9-11, 2016**

Dear Artist:

Enclosed please find the registration form for the June 9-11 Valley Art Association, Heyde Center for the Arts - Fine Art Faire to be held at the Heyde for The Arts, 3 south High Street, Chippewa Falls, WI54729

**Please send your completed form:** Valley Art Association (VAA)/ Mary Hermanson W26744 Hermanson Ln. Eleva, WI 54738 or e-mail it to [bmhermanson@gmail.com](mailto:bmhermanson@gmail.com) *Postmarked by April 1, 2016.*

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JURY PROCEDURE

The VAA Fine Art Faire is a juried fine art fair.

We are looking for:

■ Original fine art items created and produced by the artist who is exhibiting and selling them.

■ Unique and one-of-a-kind or high quality prints/reproductions of the original

■ Professional presentation of work

***NOTE: The VAA reserves the right to dismiss exhibitors that misrepresent their work.***

REGISTRATION and FEE

To be considered as an exhibitor you must submit:

■ A completed registration form

■ Submit three (3) images of your work to be displayed in your booth. Images must be representative of the items you are selling. Send ONLY digital images of your work. You may either submit your images on a DVD or CD labeled with your contact information and mailed with your application/registration form *or* e-mail your application/registration and images to [bmhermanson@gmail.com](mailto:bmhermanson@gmail.com). Your images must be in JPG format and no larger than 1MB each (1000KB).

*Note: Please do not use a DVD/CD with any proprietary software (example: Kodak or Walgreens)*

■ Upon acceptance of your application, by the Review Committee, you will be notified via e-mail and an acceptance letter. At that time the artist fee is due to Valley Art Association, P.O. Box 674, Chippewa Falls, WI 54729

■ Each applicant must pay an exhibitor fee. This is an artist fee, not a “booth” fee.

$75.00 (VAA members $65.00) 10’X10’

$65.00 Limited number (VAA members $60.00) 8’ X 8’

$50.00 Limited number (VAA members $45.00) 6’ X 6’

■ To receive membership status 2016 dues must be paid contact Mary Sauter at [mlsauter01@gmail.com](mailto:mlsauter01@gmail.com)

■ Applicant must provide their own insurance the VAA is not responsible for theft for damage to artwork.

APPLICATION DEADLINE

Deadline for submission of application and examples of your work is April 1, 2016. Judging will take place April 2 - 10. Notification of acceptance will be before April 15, 2016

CANCELLATION POLICY

A Cancellation request received by May 15, 2016 will receive a full refund minus a $10.00 processing fee. A cancellation request postmarked after May 15, 2016 will receive no refund.

EXHIBITORS WILL…

■ assure that all artwork is original in concept and design by the exhibiting artist. Copyright restrictions will apply. Artist reproductions must be signed and of high quality.

■ be present to staff their own booth. The art faire committee will not provide booth sitters.

■ set-up details and times will be sent with the acceptance letter

■ be responsible for loading/unloading, setup/take down, and for all materials and artwork. Please supply your own display tables, shelving and other display materials as needed. Canopies are not needed as this is an inside venue.

■ pick up confirmation of space assignments at the Fine Art Faire Information Booth upon arrival.

■ parking information will be sent with the acceptance letter.

■ keep booths open until the end of the faire on the last day.

■ be responsible for cleaning up their own space and disposing of litter before leaving at the end of the day. Please make every effort to recycle.

■ be responsible for collecting sales tax. To obtain a Wisconsin Sales Tax Number contact: Wisconsin Sales and Use Tax Division Department of Revenue P.O. Box 8902 Madison, WI 53708-8902

[www.dor.state.wi.us](http://www.dor.state.wi.us) 608-266-2776

VAA / HEYDE CENTER FOR THE ARTS WILL…

■ provide morning coffee for exhibitors and their helpers.

■ publicize the event locally, regionally, and statewide through a variety of media and will provide appropriate signage.

■ provide an artist directory and map of the building.

■ provide for food items for purchase.

■ provide a basic First Aid station and lost and found area.

In 2016 we will be implementing the following changes:

* Taking place at the Heyde Center for the Arts
* Chippewa Falls Downtown businesses will host a number of artists, performing, demonstrating, and selling their work. If interested please contact Chippewa Falls Main Street at www.chippewafallsmainst.org
* Thursday June 9 --- 4:00PM – 7:00PM Downtown business and Heyde Center for the Art.
  + - Artist will have the opportunity to show their work in two different venues:
* Show and demonstrate in a downtown business
* Show at the Heyde Center for the Art
* Show in a downtown business and move to the Heyde for Friday and Saturday
* Friday June 10 from 3:00pm- 7:00PM. The Heyde Center for the Arts.
* Saturday June 11 from 10:00AM – 5:00PM The Heyde Center for the Arts
* The exhibitors fee will vary according to the booth size –
  + - $75.00 (VAA members $65.00) 10’X10’
    - $65.00 Limited number (VAA members $60.00) 8’ X 8’
    - $50.00 Limited number (VAA m embers $45.00) 6’ X 6’
* All Artists will be Juried
* Friday evening and Saturday No Sunday
* Thursday evening is optional
* Climate controlled environment

CALENDAR OF IMPORTANT DATES

REGISTRATION FORM AND FAIRE FEE DEADLINE:

April 1, 2016

*(Postmarked by April 1st)*

FINAL DATE FOR CANCELLATION:

May 15, 2016

*(Postmarked by May 15th)*

DATES OF FINE ART FAIRE:

**Thursday June 9 --- 4:00PM – 7:00PM**

Downtown business and Heyde Center for the Art.

Artist will have the opportunity to show their work in two different venues:

Show and demonstrate in a downtown business

Show at the Heyde Center for the Art

Show in a downtown business and move to the Heyde for Friday and Saturday

**Friday June 10 from 3:00pm- 7:00PM.**

The Heyde Center for the Arts

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**Saturday June 11 from 10:00AM – 5:00PM**

The Heyde Center for the Arts

SET UP DATES/TIMES:

Thursday, June 9 ……….12noon - 3:30

Friday, June 10................ 9:00a.m – 2:30 p.m.

Heyde Center for the Arts

Saturday, June 9.................7:00 a.m. – 9:00 a.m.

Heyde Center for the Arts

2 0 1 6 R E G I S T R A T I O N F O R M

FIRST NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LAST NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY STATE ZIP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE NUMBER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_CELL PHONE NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-MAIL:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WEBSITE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VENDOR TAX NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLEASE EXPLAIN THE MEDIA IN WHICH YOU WILL BE EXHIBITING: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Exhibitor Fees:

\_\_\_\_\_\_\_\_\_$75.00 (VAA members $65.00) 10’X10’

\_\_\_\_\_\_\_\_\_$65.00 Limited number (VAA members $60.00) 8’ X 8’

\_\_\_\_\_\_\_\_\_$50.00 Limited number (VAA m embers $45.00) 6’ X 6’

\_\_\_\_ I have a display over 7ft. tall and need to be in the auditorium

\_\_\_\_ I can only participate on Saturday and would like to set up Saturday morning.

\_\_\_\_ I would like to collaborate with one of the Downtown Businesses on Thursday

evening.

\_\_\_\_ I need Electricity

I will participate on:

\_\_\_\_ Thursday -- Downtown Businesses

\_\_\_\_ Thursday – Heyde Center

\_\_\_\_ Friday – Heyde Center

\_\_\_\_ Saturday – Heyde Center

**PERMISSION**

I give permission for the VAA to use the following to promote artwork and artists in event directories, advertisements and the VAA website:

❑ Name ❑ Address ❑ Phone number ❑ Website ❑ E-mail ❑ Address ❑ Images of art

I have read and agree to comply with the exhibit requirements.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please make a copy of this sheet for your records.