

WCI Arts Center 2018 Art and Gift Market Information & Application Form

Market Information and Rules

1. Eligible Sellers: All items for sale must be the work of the sellers present at the Art and Gift Market. Commercial products, buy-sell items and food items are not accepted. An appropriate balance for the entire market is considered when determining the number of vendors accepted for each medium. All decisions regarding the selection process are made by the Art and Gift Market Committee at the committee's discretion and are final.

2. Market Hours: Friday 5:00 to 8:00 pm; Saturday 10:00 am to 4:00 pm; Sunday 1:00 to 4:00 pm.

3. Set-up times: Friday 3:00 pm; Saturday 9:00 am, Sunday 12:00 noon. Booths may be left set-up in place overnight. Arts Center will be locked overnight.

4. Booth size: There are 19 booth spaces in the **main gallery**, each is approximately 10 feet by 10 feet. Not all spaces are square. Vendors must keep display within the designated and assigned space. Some, but not all, booths include wall space. There are four smaller spaces in the **studio gallery** that will each fit one 3ft by 6ft table and are available at reduced prices.

5. Booth fees (due with application, refundable if applicant is not accepted)

Main gallery fees:

Friday or Sunday only - \$20 WCIAC members/\$25 non-members.

Saturday only - \$30 WCIAC members/\$35 non-members.

Friday and Saturday only - \$35 WCIAC members/\$40 non-members.

Saturday and Sunday only - \$35 WCIAC members/\$40 non-members

Friday, Saturday and Sunday - \$40 members/\$45 non-members.

Studio gallery fees:

Friday or Sunday only - \$15 WCIAC members/\$20 non-members.

Saturday only - \$25 WCIAC members/\$30 non-members.

Friday and Saturday only - \$30 WCIAC members/\$35 non-members.

Saturday and Sunday only - \$30 WCIAC members/\$35 non-members

Friday, Saturday and Sunday - \$35 members/\$40 non-members.

6. Equipment Provided: Chairs are available, but sellers must furnish their own tables and other display items. Some electrical outlets available. In order to accommodate the maximum number of vendors, NO PORTABLE WALLS WILL BE ALLOWED; items needing wall space must be displayed on Gallery walls.

7. Sales Tax: Each vendor is responsible for paying applicable sales tax; WCIAC cannot assume responsibility for payment of sales tax.

8. Application requirements: Booths may be requested for individuals and small groups. Booth fee and three photos of work **per seller** must accompany the application form and photos are not returnable. Digital photos in JPG format are required and must be sent to artgiftmarket@gmail.com. We do not accept printed photos.

Completed applications may be mailed to Art and Gift Market, c/o WCI Arts Center, P.O. Box 692, Macomb Il 61455 or dropped off at the Arts Center, 25 East Side Square, Macomb, Illinois during the hours of Tuesday-Friday 11:00am to 3:00 pm; Saturday 10:00 am to 4:00 pm. Deadline for applications is Wednesday, November 7, 2018. Sellers will be notified of acceptance by November 15, 2018.

Applications received after November 7, 2018 will not be considered. Incomplete applications will not be considered. Submission of an application is not a guarantee of acceptance to the Art and Gift Market.

Application form on next 2 pages

Art and Gift Market Application

Name_____Address_____

City_____State_____Zip_____

Telephone_____Email_____

Web Page_____

Are you on Facebook? []Yes []No

If yes, we will tag you in our posts/ads about the Market including your digital images and a description of your work.

I wish to participate as follows:

[] Friday, December 7, 2018 5:00 to 8:00 pm.

[] Saturday, December 8, 2018 10:00 am to 4:00 pm.

[] Sunday, December 9, 2018 1:00 pm to 4:00 pm.

[] Wall space required. **Please note that all items needing wall space must be displayed on WCI Arts Center walls; no portable walls are allowed. Please do not request wall space if you do not have items that must be displayed on a wall.**

[] Wall space not required.

[] I want main gallery space.

[] I want studio gallery space.

Number of chairs requested: _____

Media (Commercial products, food, and buy-sell items not accepted.) Please give a short description of your work, which will be used in our social media publicity.

Display format: To assist us in assigning booth space, please describe how you will display the items you will sell: [Example: I will use two 3ft x 6ft tables and one dress form]

I have read this application and agree to accept and follow all rules and instructions contained in it. I understand that late and/or incomplete applications will not be considered. I understand that submitting an application is **not a guarantee** of acceptance to the Art and Gift Market and that my fee will be refunded if I am not accepted. I also certify that all items I will sell are made by me and are not commercial, food or buy-sell items. If the committee determines that a violation has occurred, I agree to withdraw my exhibit immediately. (Signature indicates agreement.)

Signature _____