



## Calendar of events leading up to the 35th Fargo Downtown Street Fair

Monday, March 1 – Application Deadline

No later than Thursday, April 15 – Notification of Jury results mailed to all artists.

The week of June 28 - July 2 – Notification of BLOCK location and set-up information mailed.

- Each Applicant must send **THREE** – 4 x 6 photographs of their work and **ONE** 4 x 6 photograph of the booth.
  - o NO CDs – Photographs ONLY. The photos will NOT be returned - once received they will become property of the Downtown Community Partnership.
  - o If you do not have an image of your actual booth, photograph an arrangement/grouping of your work to show scale and how your work would be displayed.
- Each Applicant must send **TWO – FOUR** – 4 x 6 photographs showing the process, materials used etc.
  - o You will also have an opportunity to more thoroughly explain the process on the application you return to the Downtown Community Partnership – but the photographs should represent the steps you take to create your products.

Since the artists are juried solely on the photographs submitted it is recommended to have high resolution images that are clear, correctly exposed and sharply focused. Fill out the relevant information about your techniques, materials and price range on the application.

**No application will be considered without ALL the photographs required above**

<b>Booth Fees:</b> (Please select one)		
Single Booth (11' x 11')	\$300	_____
Single Booth with a corner	\$350	_____
Side-by-Side (11' x 22')	\$600	_____
Side-by-Side with a corner	\$650	_____
Walk-Thru (no corner 11' x 22')	\$600	_____
Double Corners	\$700 +	_____
<b>Jury Fee</b> (all applicants)*	\$25	\$25
<b>**must be a separate check**</b>		
*(To continually improve the quality of the Street Fair - ALL applicants will be juried this year)		
<b>TOTAL FEES:</b> _____		

<b>(Please select and put on Artist/Crafter Application)</b>		
<b>Category:</b>		
_____ Fine Art	_____ Folk Art	_____ Craft
<b>Please select your medium</b>		
_____ Clothing	_____ Drawing	_____ Textiles/Fibers
_____ Pottery	_____ Glass	_____ Food/Culinary
_____ Leather	_____ Photography	_____ Metal
_____ Painting	_____ Floral	
<b>Jewelry</b>		<b>Wood</b>
_____ Beaded	_____ Furniture	
_____ Precious Metals	_____ Toys	
_____ Precious Stones	_____ Decorative	
_____ Other _____	_____ Signs	

### Check list:

- |  |  |
|--|--|
| _____ 4 photos of work & booth             | _____ Check for jury fee - \$25.00   |
| _____ 2-4 photos of process & material     | _____ Check for booth fee  |
| _____ Completed application (attached)     | (Notice: Depositing your check does not mean you are accepted into the Fair) |
| _____ ** signed risk & liability statement | (Your fees will be deposited the day they are received)                      |
|  | (Fees will be refunded if not accepted into the Street Fair by the Jury)     |

### Contact:

Stephanie Holland - Downtown Community Partnership - 203 4th Avenue North, Fargo, ND, 58102  
 Phone: (701) 451-9062 - (701) 241-8275 - Email: [steph@fmdowntown.com](mailto:steph@fmdowntown.com)

[www.fmdowntown.com](http://www.fmdowntown.com)

**Keep this paper for your records.**

# *Fargo Downtown Street Fair*

## *Rules and Regulations*

### **Tax & General Liability Insurance Information**

\*\* Each participant must obtain a North Dakota sales and use tax permit. Please contact the North Dakota Tax Commissioner to get the appropriate paperwork OR if you have any questions. They may be contacted below:

- (701) 328-3470
- saletax@state.nd.us

\*\* General liability insurance papers should have been in our office by the end of May. If the Downtown Community Partnership DOES NOT receive your insurance papers you will be unable to set up and participate in the show. Your insurance papers should include:

- General liability coverage of \$1,000,000 per occurrence
- Coverage dates to include July 14-17, 2010

### **Rules & Regulations**

1. Participants must provide booth, props for display and be ready for extreme weather, wind, rain or heat.
2. All products sold by the participant must be handcrafted by the participant and comparable in quality to the product photos submitted to the Downtown Community Partnership for the jury process. Marketplace excluded.
3. No imported, manufactured work or works from commercial kits or molds are ALLOWED. Marketplace excluded.
4. Artists may only show work in categories approved by the jury.
5. The booth must be used by those who registered for it and the artist/crafter MUST be present in the booth all three days.
6. The participant must stay for the shows entirety – no breaking down early.
7. No blue poly tarps shall be used in your booth.
8. No storage of boxes, stock etc. will be permitted behind your booth or to the sides.
9. Electricity is not provided. A few exceptions may be granted on request.
10. Cancellations for the full booth fee must be done by May 31st.  
AFTER May 31, 2010 you will forfeit your full booth fee.
11. No smoking in your booth.
12. There is Security overnight but the Downtown Community Partnership is not responsible for items missing – products should be secured or removed from the booth at closing.
13. There is no guarantee of location of booth – though every request will be considered.
14. The cashing of your booth fee DOES NOT mean you have been accepted into the show.

Information about the event can be found at [www.fmdowntown.com](http://www.fmdowntown.com)

**This is our 35th Anniversary – I look forward to seeing a lot of familiar faces!! Please read through everything and make sure your application is complete BEFORE mailing it – no incomplete applications will be accepted. I hope you had a fabulous holiday and all the best in 2010. I hope to see you in July!!**

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# 2010 Artist & Crafter Application

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
Category & Medium (see "Keep for your Records" Page): \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Booth Preference:** (Please Check)

- Single Booth (11' x 11')
- Single Booth with a corner
- Side-by-Side (11' x 22')
- Side-by-Side with a corner
- Walk-Thru (no corner 11' x 22')
- Double Corners

I would like my 2009 location - \_\_\_\_\_ (Block) - (Booth Number) **Example - A - 32**

Average price of product (s): \_\_\_\_\_

**\*\*Remember to enclose photos, applicable fees and ensure descriptions are detailed\*\***

**Product Description:** \_\_\_\_\_  
\_\_\_\_\_  
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**Process Description:** \_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/We \_\_\_\_\_, have read and agree to abide by the Downtown Community Partnership's rules and regulations enclosed within this registration. The art or fine crafts that we present are NOT reproductions and are handmade/crafted by me/us. I/We agree to abide by the decision of the panel of jurors as to the acceptability of my application and the cashing of my check does NOT guarantee a booth at the Downtown Street Fair.

**Registration is Final. Your application fees will be processed when this application is received. A refund, minus the jury fee, will be given if your application is not accepted for the 2010 Downtown Street Fair. No refunds will be made after May 31, 2010.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Send this Application with Applicable Fees to:**  
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