



## Sugar Rush Artist Vendor Application October 15, 2016

- All applications are sent to a jury to determine acceptance into the show. Past participation does not guarantee entry. The competition changes every year, so vendors should keep their product fresh. A limited number of exhibitors are accepted in each category.
- The jury cannot physically examine all vendor products, so they must rely on photos. Send quality photos on photo paper that represent all work to be sold. There are six required photos. Please do not send any additional photos.

### **6 Required Photos:**

1. A photo of the vendor booth. Make sure it shows a great presentation.
  2. A second photo of the booth, different from the first, that also shows a quality presentation.
  3. A photo of YOU working in your studio, home, garage, etc. We know it may be messy; we don't care. We want to see YOU in action. If you create your product in multiple stages, you may want to submit a photo page of the stages (thumbnails, but not so many that they are too small) i.e. if you create your own clay beads for your jewelry, show the process.
  4. A photo of vendor product.
  5. A second, but different, photo of the product.
  6. A third, and different, photo of the product.
- Photos will not be returned and are used during the show to compare product submitted to the jury with product being sold.
  - There is no rain date for the event.
  - Layout is determined by the Event Committee – located on the lawn by The Bowl.
  - Spaces are 12x12 and you are required to bring your own tent. All parts of the vendor's tent, product, product storage, etc. must be contained within this area.
  - Vendors may rent two spaces, and must submit payment for both with the application.
  - Vendors may not "rent" their space or any part of it to anyone else. Only the artist that submitted the entry may display and sell at the show. Do not bring the products of others to sell for them.
  - Vendors may use "silent" generators for power necessary over 5 amps.
  - The City of Sugar Hill is not responsible for loss or damage for any reason.
  - This is an outdoor show and no vehicles or trailers are allowed in the show area. Vendors will not have immediate access to their vehicle or trailer.
  - Parking is available outside of the show area on any public street in any legal parking space. Vendors must follow all posted parking rules and regulations to avoid receiving a ticket or being towed. Street barricades are not to be removed.
  - Space assignments will be given at registration on Friday evening from 4 p.m. – 7 p.m. or 8 a.m. – 10 a.m. Saturday morning. All vendors must be ready to sell by 10 a.m.
  - Unfortunately, we do not have the staff to offer vendors a break from their booth. Vendors should work with each other for booth coverage.
  - Failure to comply with the rules, disorderly conduct, or verbal abuse by the vendor or assistants will result in immediate expulsion from the show.
  - Refunds are not given for any reason. (Rain, illness, time conflict, etc.)
  - Notice of acceptance/denial will be emailed/mailed on September 20.

**Please do not apply if you wish to sell any of the following:**

- Imports and mass produced items, buy-sell items, or any item not made by the submitting vendor
- Commercially molded pottery, sculpture, or jewelry (original work is of course, accepted)
- Items made from kits or assembled from pre-manufactured components
- Work produced by anyone other than the submitting vendor
- Unlimited offset reproductions of paintings, drawings, prints, or photographs
- Products represented by mail-order companies, such as baskets or embroidery items
- Clothing or items with pre-printed decals/logos

**Checklist for Sugar Rush Artist Vendor Applicants**

- ✓ Completed and signed application
- ✓ 6 Quality photos stapled to photo sheet (as instructed)
- ✓ Check, Credit Card information, or cash for full entry fee
- ✓ Business sized self-addressed stamped envelope

**Applications must be postmarked by September 15th**

(We cannot make exceptions to this date and do not maintain a waiting list)

This application may be duplicated or printed more than once.

**Return application and all required materials to:**

**Sugar Hill Arts Commission**

**ATTN: Megan Carnell**

**5039 West Broad Street**

**Sugar Hill, GA 30518**

## Photo Display Sheet – Please Overlap Photos

Staple Here

*Staple one (1) photo of you working in your workshop (or wherever you create your works of art)*

Attach two (2) photos of your booth here. **Two different photos.**

Attach one (1) Art or craft photo. *This should be a close-up of your work, so the jury can see the detail in your work.*

Applications must be postmarked on or before September 15<sup>th</sup>, 2016

### Send to:

Sugar Hill Arts Commission  
ATTN: Megan Carnell  
5039 west Broad St.  
Sugar Hill, Ga 30518

Attach one (1) Art of Craft Photo.  
*This should be a close-up of your work, so the jury can see the detail in your work.*

Attach one (1) Art of Craft Photo.  
*This should be a close-up of your work, so the jury can see the detail in your work.*

Please staple your pictures – DO NOT GLUE. There should be **6** pictures total

**Quality photos only, no slides please.**

# Sugar Rush Artist Application

Exhibitor Name: \_\_\_\_\_ Company \_\_\_\_\_  
(Official contact person) (Appears on a list available to the public)

Address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

Driver's License # & State \_\_\_\_\_

Retail License Number \_\_\_\_\_

Category:

Art	Ceramics/ Pottery	Clothing/ Accessories	Jewelry
Home/ Garden	Edible Goods	Toys	Glass Crafts
Metal Work	Needle Craft	Wood Craft	Other

If other, please explain \_\_\_\_\_

Description of items to be sold \_\_\_\_\_  
\_\_\_\_\_

Total number of booths requested: \_\_\_\_\_ X \$100 = \_\_\_\_\_

Total Booth Fee \$ \_\_\_\_\_

\$250 refundable deposit is required upon acceptance. This deposit is refundable as long as all rules and guidelines are followed. Should you cancel after October 1st, the security deposit will NOT be refunded.

Security deposit and application fee MUST be two separate checks, and/or a check and credit card information.

**Payment Information:**

Permission to use card on file: \_\_\_\_\_

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

MasterCard:\_\_\_\_\_ Visa:\_\_\_\_\_ American Express\_\_\_\_\_ Discover \_\_\_\_\_

Card Number:\_\_\_\_\_

Exp date: \_\_\_\_\_

Cardholders Name: \_\_\_\_\_

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

Zip Code on CC: \_\_\_\_\_

Please enclose your application and check (or credit card info) for full amount (payable to The City of Sugar Hill) to: Sugar Hill Arts Commission, 5039 West Broad Street, Sugar Hill, GA 30518-7915.

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For office Use Only

Category \_\_\_\_\_ Check # \_\_\_\_\_ Payment Amount \_\_\_\_\_

Date Received \_\_\_\_\_ Booth Number \_\_\_\_\_

Accepted \_\_\_\_\_ Restrictions \_\_\_\_\_

Declined \_\_\_\_\_ Reason \_\_\_\_\_