Cottonwood Heights

ART EXPO

Butlerville Days

2009

A Cottonwood Heights Community Event

Cottonwood Heights

City between the canyons

Art Vendor Application Form

Owner/Proprietor Last Name	First Name	
Business Name		
Address		
City	State	Zip
Home Phone	Business Phone	
E-mail Address		

I would like to pay an additional $25 for a Corner Booth:
(Depending on availability)

❑ Yes ❑ No

Please Check Visual Art Category:

❑ Fine Art ❑ Wood Carvings ❑ Fabric/Textile
❑ Jewelry ❑ Photography ❑ Pottery
❑ Sculpture ❑ Other

Please provide a specific explanation of how your work is produced. If any part of your process is done by someone other than yourself, please describe. Descriptions will be used by the jury in scoring your products, so please provide a statement: *(You may add an additional page, if necessary.)*

_____
_____
_____
_____
_____

Price Range of Products:

_____
_____
_____

Rules & Regulations

The art offered for sale in each booth must be hand-made, hand-finished, or a legally-permitted reproduction of original work by the artist. The vendor may display and offer for sale only merchandise which is shown in the photographs that are part of this application. All merchandise offered for sale must have been approved by the jury selected by the Butlerville Days Committee to review this application and the product photos. The jury shall have the right to disallow from display or sale any item that is not in keeping with community standards. If the vendor adds or changes any product after this application and product photos have been submitted, new product photos must be submitted to and approved by the Butlerville Days Committee and jury prior to July 1st.

A booth space is an uncovered 10' deep x 15' wide space on the grass. Electricity is not available. Vendors are required to provide their own booth structure, tarps, tables, chairs, etc. Displays must be confined to the booth space, and not encroach on the walkways or the spaces to the side or rear of the booth. Booth spaces are assigned randomly. Assignments must be adhered to and are not transferable. All sales must take place from each vendor's assigned booth and not from vehicles, trailers, or campers. No roving sales are permitted.

Each vendor will be assigned a set-up time that must be honored. Vendors are required to be in their booths from 4:00 pm to 8:30 pm Friday, July 24th, whether or not all items have been sold.

Vendors shall comply with all Utah State tax regulations, including collecting and remitting tax on all sales. Vendor's pets must be leashed at all times in the park. The sale of food items is strictly prohibited from Art Expo booths.

Butlerville Days and the Art Expo will not be cancelled due to inclement weather. Fees will not be refunded in the event of rain or winds. **Each vendor is responsible for any damages to or by its booth, activities and/or products.**

I have carefully read the above Rules & Regulations and agree to abide by them.

_____
Signature

_____
Date

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CALENDAR

April 6, 2009
** Application Deadline**
Must be postmarked by date and include $25 fee.

May 15, 2009
Notification Mailed

June 1, 2009
$75 Booth Fee Due

June 24, 2009
Cancellation Deadline for Full Refund

July 15, 2009
Booth Assignments and Set-up Info Mailed

July 24, 2009
2009 Butlerville Days

FEE STRUCTURE

$ 25 Application Fee
$ 75 Booth Fee

APPLICATION CHECKLIST

Please send the following information. Do not send product samples:

- ❑ **Completed Application with signed Rules & Regulations**
- ❑ **6-12 Photographs of Products**
  Not to exceed 8"x10", labeled with name/business. Photos may include multiple items. Please do not send bulky books, binders or albums. Please note that photos will not be returned.
- ❑ **1 Color Photograph of Booth**
  Displaying your products. (If you cannot include a booth photo, please send a simple sketch of your booth design and display.)
- ❑ **$25 Application Fee**
  Cashier's Check or Money Order payable to : Cottonwood Heights City. This is a non-refundable application fee. Personal checks will not be accepted.

Mail to:

Cottonwood Heights City
Attn: Arts Council
1265 E Fort Union #250
Cottonwood Heights, UT 84047

Your complete application package must be postmarked by April 6, 2009. Late applications will not be accepted and will be returned unopened.

APPLICATION SCREENING PROCESS;

A panel of judges will review and screen each application.

Photographs of products will be judged on quality, customer appeal, and uniqueness.

Photographs of booths/displays will be judged on design, layout, and organization.