



The Clock Tower Crafters

July 10—13th 2019

Special Events Office, City of Wyandotte
3200 Biddle Avenue Wyandotte, Michigan 48192
P: 734-324-4502 F: 734-324-7283
events@wyan.org * www.wyandotte.net



Thank you for your interest in the Clock Tower Crafters Show scheduled for **July 10–13th 2019** during the Wyandotte Street Art Fair. This event is held annually in the central business district of Wyandotte, Michigan. We invite you to apply to our craft show that is during one of the largest shows in the State of Michigan and the second longest running. Please review the attached rules and regulations. Remember that 3 photos of your work, one photo of your display, one of you creating your work and photo of your work **ARE** required. Your photos/cd (you may submit a cd of your work instead of photos) will be reviewed by a jury. Scoring is anonymous—no juror knows the name of the crafter whose work is scored.

Deadline for submission of your application, jury fee check/money order, slides/cd and picture is **February 18 2019**. You will be notified of acceptance by **March, 2019**. Cds and photos will **NOT** be returned. We look forward to hearing from you!

RULES AND REGULATIONS: PLEASE NOTE: *You may not sell, divide or give space to another artist.*

Wednesday, Thursday, Friday and Saturday, July 10-13th 2019 hours: 10 AM to 9 PM daily

- *Your work must be original and created by you as the artist/crafter. The artist/crafter has the burden of proof showing your work was created by you. If we have reason to believe that your work is not original and created by you, we reserve the right to make reasonable inquiry into the origin and authenticity of your work. High quality prints are acceptable as long as they were included in your application. If we determine that your work is not original and created by you (e.g., if the work was created by another artist/crafter and purchased for resale by you at the fair), you may, at your election, either (a) immediately and completely exit the fair without refund, or (b) remain at the fair but re-classified as a "commercial" booth, the rent for which will be adjusted to the commercial rate of \$2500. If you elect to re-classify your booth, the difference between your initial rent payment and the adjusted commercial rent will be immediately due and payable. All jury decisions are final. Questions can be emailed to: events@wyan.org*
- All art items displayed must be for sale
- Crafters booths must have a suitable background to block the view of walls, storage areas or other crafters booths
- All of crafters booth and display including chairs must be placed within the confines of the space. Nothing is to be placed in the aisles!
- Space requests are not guaranteed
- If you have not arrived and set up your booth by 9 am on July 10th, the show reserves the right to use the space as it sees fit with no refund or recourse
- Crafters booth must not interfere with adjacent crafters in any way
- All crafters are to stay with in the overall family theme of the show
- The Jury and staff reserve the right to reject items during the show which are in poor taste; as determined solely in the discretion of the jury or staff, or not the quality or media category submitted for review and will require those exhibitors not in compliance with art fair rules and regulations to leave the show immediately without a refund.
- Distasteful tags such as – Sales, Bargain Specials , etc. should not be displayed at booths. It is suggested to have a full range of priced items – high to low – which pricing should be affordable to all.
- Crafters may submit a CD with jpeg images *these cds will not be returned*. Crafter must **submit a total of five photos** (or jpegs on cd): 3 photos of the art work, 1 slide of crafter creating work, 1 slide of booth, 1 photo of art-work (*photo will not be returned*) Disks should be labeled with the crafters name and medium(s). Crafters may apply in more than one category but must submit a separate set of digital photos or slides per category. **NOTE:** High quality photos are of utmost importance. Show your craft as close up and as clear as possible. Busy backgrounds only take away from the clarity of work. Photos will be retained with your application form for future reference. The application form must accompany the cd along with **\$15 Jury Fee** for each category submitted and a self-addressed, size 10, legal size stamped envelope with a minimum of \$.63 postage. Jury fee is nonrefundable. A blind jury will review all submissions in March Applicants are scored by the standards of artistic excellence as interpreted by a jury of professionals. The jury panel decisions are final. Make jury check payable to **City of Wyandotte**.

Wyandotte Street Art Fair/Clock Towers Crafters Rules and Regulations : Continued

- Upon receipt of the acceptance notice you have until **April 15th 2019** to submit booth fee. Crafters must provide their own tent, chairs, tables and other display equipment. You may only use battery operated lights to show work in this outdoor environment. The Wyandotte Fire Marshal has mandated that generators and/or kerosene lights are not allowed. Generators in violation of this restriction may be confiscated until the end of the show. No additional shade canopies will be allowed to extend east or west. Emergency vehicles must have a direct path through art fair and cannot be inhibited by artist canopies in that pathway. No merchandise is allowed outside of booth area. Booths must be kept neat and attractive at all times during the Fair.
- Booth ID card must be on display in full view at the booth during show to allow for proper on-site jurying. Overall quality will be judged during the four day event. Photo identification of participating crafters may be required. Crafters must be in attendance during the entire four days of event and may not move exhibit from the designated location without authorization. In fairness to fellow crafters, the Committee requests that all participating crafters remain in their booth until closing time. Any crafter leaving the Clock Tower Craft Fair/Wyandotte Street Art Fair due to an emergency situation, prior to closing schedule, must notify staff.
- Artists must provide their own tent, chairs, tables and other display equipment. You may only use battery operated lights to show work. All booths are outside. Tents must have a minimum of 40 pounds of weight on each corner. You may not stake into the pavement or secure your tent to poles, hydrants or other objects.
- Vehicles may be brought in to unload during specific times if you are accepted . Once unloaded the vehicle must be removed from the site right away. All vehicles need to be clear of the site daily by 9 am
- Vehicles may be brought back for loading only after our staff indicate that it is safe to do so, and that will be after sometime 10 pm each day
- Wyandotte Police may issue tickets for driving/standing/parking or for any violations
- Exceptions to any rules may be requested after acceptance of invitation. All exceptions that are approved must be in place at least 30 days prior to the fair and will be documented by staff with approval by the Special Events Coordinator
- Violations of any event rules or city/state laws is basis for expulsion
- City of Wyandotte Police Department officers provide 24-hour security during the fair, but we cannot take responsibility for your tent or merchandise
- You authorize the Wyandotte Street Art Fair/City of Wyandotte to use your name, image and likeness, as well as representative samples of your work, for purposes of promoting and advertising the art fair
- You acknowledge and agree that you are required by law to collect and remit Michigan sales taxes, Call the Treasury Department, (517) 373-0888, to register.
- You acknowledge the inherent risks associated with outdoor, public displays of your art work. **YOU ARE RESPONSIBLE FOR PROPER INSURANCE AND PROTECTION OF YOUR WORK AND SETUP.** The Wyandotte Street Art Fair/City of Wyandotte and its partners, is not responsible for loss or damage. You must list City of Wyandotte, 3200 Biddle Avenue, Wyandotte, MI 48192 as an additional insured on your liability insurance with a minimum coverage of \$1 million by June 1st 2019
- We reserve the right to amend these rules at any time with prior written notice to you.

CHECK IN AND SET UP: (If accepted)

- Must adhere to specific time as directed by fair staff
- All tents must be professional quality and properly weighted (40 lbs. of weight minimum) on all 4 corners
- Additional information to be sent out to accepted artists

QUESTIONS? Call the Special Events Office at (734)324.4502 or email events@wyan.org

HOLD HARMLESS AGREEMENT ART FAIR 2019

In consideration of the City of Wyandotte granting permission to the undersigned Business/Merchant/vendor/artist/crafter to utilize the City of Wyandotte's sidewalks/property to display their store merchandise during the special event occurring in the City between July 8, 2019 and July 15, 2019 the undersigned hereby assumes all risk and liability relating to the utilization of said city sidewalks and agrees to hold harmless and indemnify the City of Wyandotte and City Officials from all liability and responsibility whatever for injury (including death) to persons and for any damage to any City of Wyandotte property or property of others arising out of or resulting directly or indirectly from the utilization of said City sidewalks in the City of Wyandotte during the above dates.

The undersigned further does hereby remise, release, and forever discharge the City of Wyandotte, its officers, agents and employees from any and all claims, demands, actions, causes of action, damages and liabilities resulting or arising out of, either directly or indirectly, from the utilization of said City of Wyandotte sidewalks in the City of Wyandotte during the above dates.

Business Name:

Contact Name:

Address:

Phone:

Signature :

Agreed to this _____ day of _____, 2019



The Clock Tower Crafters July 10—13th 2019

Special Events Office, City of Wyandotte
3200 Biddle Avenue Wyandotte, Michigan 48192
P: 734-324-4502 F: 734-324-7283



Crafter Name: _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Cell: _____

Email: _____ Fax: _____

Comments—Please describe your work for the jury process:

Have you been in the fair before? If so, what booth number? _____

Tax ID Number: _____

Please check those items listed below which best represent your work:

- Clothing Leather Pottery
- Digital Metal Prints/Drawings
- Fiber Jewelry Sculpture
- Furniture Painting Wood
- Glass Photography Packaged Foods _____

I hereby ask to be considered for the following:

- Set-Up space 11 in depth by 10 width, marked off on pavement for all booths - \$200
- Double Booth—\$350

Enclosed is a jury check, 3 photos of my work, one photo of myself making my artwork, one photo of booth display, or digital photos on disk of the same including one printed photo per category and a self-addressed stamped envelope. I understand that if I am a participant, I agree that photographs, videos or slides of me or my work may be used by the Clock Tower Crafters/Wyandotte Street Art Fair Committee for promotional purposes. The Clock Tower Crafters/Wyandotte Street Art Fair/City of Wyandotte will not be responsible for any injury that may arise to exhibitors or to guests while they are within the space set aside for exhibitor, or for loss or damage to any property from any cause whatsoever during the period of the fair. I agree to hold the Clock Tower Crafters/Wyandotte Street Art Fair harmless in any such situation. I have read the Rules and Regulations for the 2019 Wyandotte Street Art Fair and I agree to abide by them. I agree to abide by each of the regulations on the 2019 Wyandotte Street Art Fair/Clock Tower Craft Show application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance. I understand that violation of said rules will cause immediate dismissal without reimbursement of paid fee

DATE _____ SIGNATURE _____

PLEASE MAKE JURY FEE CHECK PAYABLE TO THE CITY OF WYANDOTTE AND RETURN TO: 3200 Biddle Avenue, Wyandotte MI 48192

Office Use Only: Date: _____ Photos _____ CD _____ Check # _____ Jury Class _____
Booth # _____ Amt. Paid _____ Check # _____ Comments _____