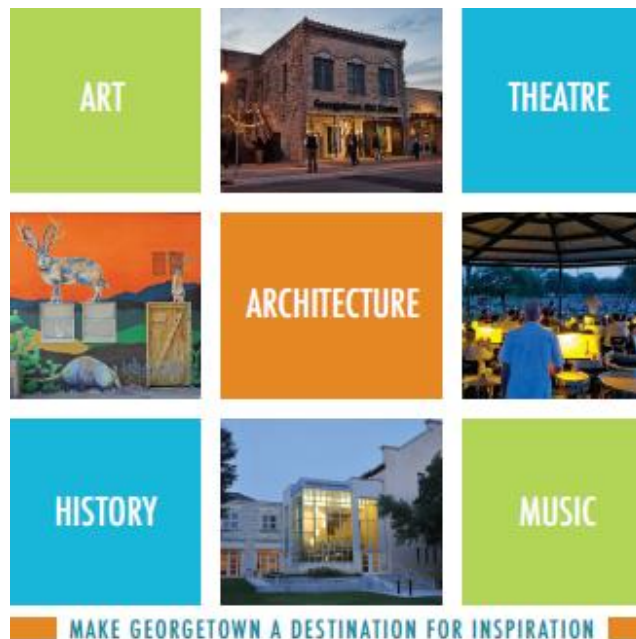




Request for Proposals: Artist Booth Applications for Georgetown South Main Arts Festival



The Georgetown Arts and Culture Program is accepting applications for up to 27 artist booths at the South Main Arts District in the Downtown Georgetown Cultural District during Georgetown’s inaugural South Main Arts Festival – a juried and curated artistic event in celebration of the October Month of the Arts.

Application Deadline: August 7, 2022

PROJECT DESCRIPTION: Beginning July 1, 2022, the City of Georgetown’s Arts and Culture Board will invite artists to submit their applications for booth space during the South Main Arts Festival on October 22, 2022. The Festival will take place in the Downtown Georgetown Cultural District’s new South Main Arts District from 10am-6:30pm and is an opportunity for patrons to purchase unique artwork from artists exhibiting in booths, engage in arts programming, and enjoy live music and performances throughout the event. Please visit

<https://arts.georgetown.org/arts-and-culture-program-events/> for more details on participants and programming during the Festival.

ELIGIBILITY: This opportunity is open to all professional artists over the age of 18.

EVENT DATE: October 22, 2022.

APPLY: Applications will be submitted through Submittable.com between July 1 and August 7, 2022: <https://artsgeorgetown.submittable.com/Submit>

SELECTION: From the applications submitted by the deadline, the Events Subcommittee of the Arts and Culture Board will select up to 27 artists to recommend to the full Arts and Culture Board for acceptance. Artists will be notified of the final selection by August 17, 2022.

APPLICATION FEE: \$35

BOOTH FEE: None

MARKETING OPPORTUNITIES: *Direct Promotion:* Each artist will receive the following: inclusion on the South Main Arts Festival event website, featured posts on Georgetown Arts and Culture social media, and inclusion in the printed October Month of the Arts program booklet.

Indirect Promotion: The Arts and Culture Program will send out a press release through the City of Georgetown's Communication Department about a month before the event.

Questions: Contact Amanda Still at 512-930-8471 or Amanda.still@georgetown.org

Full Submission Guidelines:

Accepted Mediums include:

- Ceramics / Pottery
- Drawing
- Fiber art
- Glass art
- Jewelry
- Leather art
- Metalwork
- Mixed Media
- Painting
- Photography
- Stitch work / Quilting
- Woodworking

Rules/Regulations:

Hand crafted items only. No commercial or secondhand sales. The Arts and Culture Board reserves the right to accept or reject any item.

- Exhibitors must bring their own display tables, shelves, or whatever is needed for proper presentation of items. Exhibitors must have canopies or awnings for their booth space, as this is an outdoor exhibit space. Spaces are on pavers, grass, and asphalt. Not all spaces have access to electric, but the festival closes before dark, so lighting is not necessary for this event. Charging stations will be available.
- **For merchandising of artwork within canopies, display table legs must be covered with linens and no product can be displayed on the ground.**
- Exhibitor is responsible for all "booth" set-up and take down of merchandise, displays and canopies. It is further understood that each exhibitor is responsible for assuring that all merchandise in his/her own booth space are well secured in the event of weather, i.e. wind, rain, etc., and that weights must be used to secure all corners and parts of booth (tables, shelves, hanging racks, etc.) so as not to blow into or damage another exhibitor's canopy and merchandise.
- **All canopies are required to have at least a 40 pound tent weight per leg** {In the event that the exhibitor's canopy or any part of the booth causes damage to another exhibitor's booth due to negligence on his/her part, the exhibitor will be responsible for those damages).
- **All canopies must be white. Please see specifications of Z-Shadow Commercial Canopies for guidance.**
- All canopies must be fire resistant and properly labeled, in order to meet the City of Georgetown Fire Code. Each vendor is required to have a **2A:10B:C fire extinguisher** in their booth.
- **Only LED lighting is allowed.**
- Exhibitors are responsible for their own extension cords.
- We prefer there be no pets in the booth area.
- Set up: on the day of the event, Exhibitors must drive into the designated zone and unload between 7am and 8am; then exit the loading zone and park. Booths may then be set up in preparation for the Festival opening at 10am. Exhibitors must arrive to unload before 8am; arrivals after 8am will need to park and carry items in.
- Take down: The Festival concludes at 6:30pm with the music headliner performing from 5-6:30pm; Exhibitor may not begin take down until 6:30. Early take down will result in forfeiture of participation in next year's festival.

Booth Information

FEES:

Non-refundable application fee of \$35; no booth fee for the inaugural Festival, but this policy is subject to change for future Festival events.

All sales, taxes, etc. are to be handled by the exhibitors. No commission is taken by the City.

SETUP/TAKE DOWN:

Selected artists are responsible for their own set up and take down.

Legal Agreement:

2022 ARTIST/ ARTISANS RELEASE AND ACKNOWLEDGEMENT

I (hereinafter "Organizer") hereby make application to become an exhibitor at Georgetown's South Main Arts Festival. Organizer agrees to abide by the rules and regulations as set forth herein and such other rules as may be established or amended by the Georgetown Arts and Culture Board. Exhibitors will sell only those items specifically listed in the Guidelines. Furthermore, Organizer hereby releases, forever discharges and holds harmless the City of Georgetown, Texas from any responsibility or liability for loss, claims, damages, theft, injury or accident from activities conducted in preparation for, during and immediately following the reservation. Organizer assumes full and complete responsibility and will hold harmless the City of Georgetown, its officers, council members, directors, servants, agents, employees, or volunteers from any loss, lost profits, damage or injury to the person or property of the Organizer or Organizer's agents, customers, or invitees. It is further agreed that Exhibitors shall maintain his/her space, merchandise, activities, and business practices in compliance with all applicable local, state, and federal laws and regulations. Organizer understands that violation of or noncompliance with this release or any rule, regulation, law, ordinance, or decree may result in immediate expulsion of Exhibitors and his/her exhibits from the Festival without a refund of any applicable fees paid. Organizer is responsible for all "booth" set-up and take down of merchandise, displays and canopies or awnings. It is further understood that each exhibitor is responsible for assuring that all items in his/her own booth are well secured in the event of weather, i.e. wind, rain, etc., and that weights must be used to secure all corners and parts of booth (tables, shelves, hanging racks, etc.) so as not to blow into or damage another exhibitor's booth space and merchandise.

All canopies are required to have at least 40 pounds of weight per tent leg {In the event that Exhibitor's canopy or any part of the booth causes damage to another Exhibitor's booth due to negligence on his/her part, the Exhibitor will be responsible for those damages). All canopies must be white. All canopies must be fire resistant and properly labeled, in order to meet the City of Georgetown fire code. Each Exhibitor is required to have a 2A:10B:C fire extinguisher in their booth. Only LED lighting is allowed. Exhibitors are responsible for their own extension cords.

Exhibitor Signature: _____ **Date:** _____