



**ART FESTIVAL OF HENDERSON 2017
HENDERSON, NEVADA
ARTIST APPLICATION & CONTRACT
May 13 & 14, 2017 – 9am-4pm**

Deadline for Application & Payment: Wednesday, March 15, 2017

Business Name: _____		Artist Name: _____	
Address: _____		City, State, ZIP: _____	
Phone: _____	Cell: _____	Fax: _____	
E-Mail: _____		Nevada Sales Tax Permit Number: _____	

Category: <i>(A separate application is required for each entry)</i>		
<input type="checkbox"/> Ceramics	<input type="checkbox"/> Glass	<input type="checkbox"/> Graphics/Printmaking
<input type="checkbox"/> Metalwork	<input type="checkbox"/> Photography	<input type="checkbox"/> Wood
<input type="checkbox"/> Drawing/Pastels	<input type="checkbox"/> Jewelry (Ornamental/Costume)	<input type="checkbox"/> Jewelry (Precious Metals)
<input type="checkbox"/> Sculpture	<input type="checkbox"/> Fiber/Textiles/Batik	<input type="checkbox"/> Fiber (Wearables)
<input type="checkbox"/> Leather	<input type="checkbox"/> Painting (Oil/Acrylic)	<input type="checkbox"/> Painting (Watercolor)
<input type="checkbox"/> Mixed Media (2 Dimensional ONLY)	<input type="checkbox"/> Other: _____	

Description of item(s) selling: (attach additional sheet if needed)

If you are **not** a returning artist please **enclose four photos/CD** of your WORK, **one photo** of your art in your BOOTH DISPLAY, **or website address** where the items can be viewed. Please label ALL photos & CDs with your name. Photos will be returned, if requested. **Website:** _____

Pricing Structure:		
<input type="checkbox"/> Non-Refundable Processing Fee		\$25 (SEPARATE CHECK)
<input type="checkbox"/> 10'x10' Outdoor Space	\$200/Space	\$ _____
<input type="checkbox"/> 10'x15' Outdoor Space	\$300/Space	\$ _____
<input type="checkbox"/> 10'x10' Indoor Space (Henderson Convention Center)	\$350/Space	\$ _____
<input type="checkbox"/> 10'x15' Indoor Space (Henderson Convention Center)	\$500/Space	\$ _____
<input type="checkbox"/> Electricity – 20 Amps	\$25	
<input type="checkbox"/> Electricity – 50 Amps	\$50	\$ _____
<input type="checkbox"/> Late Fee, if dated after March 15, 2017	\$50	\$ _____
<input type="checkbox"/> I would like to pay by credit card, please call me at _____ to schedule.		
TOTAL ENCLOSED: (Checks made payable to CITY OF HENDERSON)		\$ _____

By my signature hereon, I have the authority on behalf of the participating party as registered for this event. I hereby release and discharge the City of Henderson and their officers, members, agents, employees, and other persons connected with this contest from any and all known or unknown damages, injuries, losses, judgments and/or claims for any cause whatsoever suffered by me personally or to my property, the participating party or its property, as well as anyone under my direction or control.

I also agree to indemnify without reservation or qualification, all of the aforementioned persons from any and all liability occasioned by or resulting from any conduct of any person assisting or cooperating with me and/or under my direction or control.

I have read and understand the foregoing and realize that my signature hereon limits my rights by law.

Applicant Signature: _____ Date: _____

NOTE: Initials required on Page 2

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1. Thank you for participating in **Art Festival of Henderson 2017** from May 13-14, 2017, in Henderson, Nevada.
2. Artist must personally attend their exhibit and be present during the show. Identification will be checked.
3. One artist per booth. Sharing booths is PROHIBITED.
4. Payment of two checks is REQUIRED with application. One check for non-refundable processing fee of \$25 and one check for all space/electrical/clean-up deposit fees. Checks must be payable to CITY OF HENDERSON. Checks will be cashed upon receipt. If not accepted to participate, space fees will be refunded.
5. There is a \$25 fee for ALL returned checks. If this occurs, applicant must provide a replacement money order or cashier's check immediately. Failure to comply will result in CANCELLATION.
6. In the event of a CANCELLATION or WITHDRAWAL from the event, participant must do so in writing via e-mail or U.S. Postal Service by Friday, April 21 in order to receive a full refund for booth fees. **NO refunds will be given after Wednesday, April 26.**
7. No refunds will be given due to inclement weather. Refunds will ONLY be given if the City of Henderson cancels the event.
8. All participants must display and sell ONLY ORIGINAL PIECES as described in the application. **COMMERCIAL AND/OR HOMEMADE FOOD ITEMS ARE PROHIBITED.** Staff reserves the right to refuse the sale of any item(s) deemed inappropriate.
9. Playing radios, tape decks or mechanically reproduced sound is PROHIBITED. Generators of any type and noise-producing machinery are PROHIBITED.
10. Artist shall be liable for delivery, handing, creation and removal of all items. All tents or structure must have 25 pounds or more weight attached on each leg. The city prohibits any nailing, stapling, taping or otherwise affixing items to the wall, ground or anything in the show area in such a way as to cause damage.
11. Event participants agree to the use of videos and photographs taken at the event for promotional purposes. Any photos taken at the event on behalf of the city are property of the City of Henderson.
12. **LOAD-IN** may begin after the participant has checked in and all spaces are marked and approved on **Friday, May 12, 2017, at noon.** Set up must be completed and all vehicles removed from the show area by 8am, Saturday, May 13 and Sunday, May 14.
13. Dollies/hand trucks **WILL NOT** be supplied by the city. Participants must bring their own.
14. Participants must be equipped to supply their own change to complete customer transactions.
15. **LOAD-OUT:** Vendors **WILL NOT** be permitted to tear down booths until the end of the event.
16. During registration, all vendors will receive a "One Time Sales Tax Return." Exhibitors are responsible for the sales tax collected during the event. Payment of the sales tax is due at the close of the show on Sunday, May 14 from 1pm-4pm at the registration booth. Checks must be made payable to the Department of Taxation.

Please Return Entry Form To:

City of Henderson ▪ Public Works, Parks & Recreation Department ▪ Annette Mullins ▪ MSC 411 ▪
P.O. Box 95050 ▪ Henderson, NV 89009-5050
702-267-2145 phone ▪ 702-267-4041 fax

cityofhenderson.com