

THIRTY-EIGHTH ANNUAL  
**ARTS IN THE PARK**

**Sponsored By:**

**CARILLON CIVIC ASSOCIATION**

Byrd Park Richmond, Virginia

*Voted Best Place In Richmond To Buy Artwork by Richmond Magazine*

**ART & CRAFT EXHIBIT**

**OUTDOOR SALE**

Saturday, May 5, 2012 - 11 A.M.-6 P.M.

Sunday, May 6, 2012 - 11 A.M.-5 P.M.

**ELIGIBLE WORKS**

1. Artists must be at least 18 years of age.
2. All works must be original creation of the artist -imaginative, creative and produced by you. Paintings: Oil, Acrylic Watercolor; Drawings; Prints; Sculpture; Pottery; Wood; Leather; Jewelry; Weaving; Metal; Leaded Glass; Photography, and all crafts and arts works considered to be in the Fine Arts category are acceptable. No Agents. No Food Vendors.
3. Unacceptable to the show: No buy/sale in any category, gourmet foods, dealers, middlemen, manufactured items, greenware, kits, or work other than that produced by the exhibitor, bazaar crafts, crocheting, knitting, decoupage, candies or wearing apparel are not eligible to be exhibited. This is a show for artists and not a show for commercialism or dealers. **FINAL INTERPRETATION OF COMMERCIAL STATUS WILL BE MADE BY THE ARTS IN THE PARK RULES COMMITTEE.**
4. This is a family oriented show. Please keep this in mind when you are choosing work to be displayed.
5. All applicants must submit three slides or three clear color photographs of their work and include a self-addressed, stamped envelope if the slides are to be returned. Please attach a snap shot to your entry form that best represents your work, (Not display). Exhibitors displaying work different from those types shown in pictures or slides will be asked to leave the show **“without refund”**. Artists violating the rules of this festival will become ineligible for readmission to future festivals.

**ELIGIBLE EXHIBITORS AND ENTRY FEE**

6. The show will be limited to 425 exhibitors. Applications will be juried and notice will be mailed by Feb. 1, 2012. If you wish the same space as 2010 or if you wish to exhibit next to a friend, please enter early and make this request when returning entry forms. These requests will be granted at the discretion of the chairman. **The show will close on Jan. 15, 2012, after the 15<sup>th</sup> call for space availability.** An accepted application is a commitment to show and **“NO REFUNDS”** will be made for cancellation.
7. Spaces may be shared. However, **each exhibitor must pay the entry fee regardless of space sharing.** No group or organization may enter.
8. No exhibitor may swap or resell a space to another exhibitor. The Association reserves the right to reassign your space if you have not checked in by 11:00 A.M. on Saturday.
9. Due to the size of the show, there is no rain facility or rain date. The show, however, will be held both days. **“NO REFUND”** will be issued in the event of rain.

10. Fees: Space fee \$175.00. Application/Jury Fee \$15.00. The Application/Jury Fee is **"NON-REFUNDABLE"** and must be a separate check. The Space Fee is refunded only if the applicant is not juried into the show. The **two** checks must accompany the registration form. Checks should be made to Arts-in-the-Park and mailed to Mrs. R.S. Lovelace, III, 1112 Sunset Avenue, Richmond, Virginia 23221. No commission on sales will be charged by Arts-in-the-Park. All Virginia residents must submit Business Identification Number, VA Tax Number or Social Security Number.

### **SET UP AND PARKING**

11. All spaces are approximately 10' x 10' and are roped and pre-assigned. Display equipment may not extend beyond the boundary of assigned space (including stakes or poles for tents, etc.) No electricity available. Gas generators are not allowed.
12. Space assignments will be mailed one month before the show date, together with directions to the location of the show. A list of local motels and campgrounds will be sent with your acceptance notice.
13. Exhibitors will be expected to set up between 8:00 A.M. and 11:00 A.M. each day.  
**DISPLAY EQUIPMENT MAY BE SET UP FRIDAY (May 4th) FROM DAWN TO DUSK.**  
This is an unsupervised set-up time; make sure you know your space number before setting up. Moving into the correct space will be your responsibility. Be prepared for rain, the show will be held regardless of the weather. Do not drive on Park Grounds, except designated parking areas.
14. You may load and unload your car along Rugby Road. This is a loading area, not a parking area. Rugby Road will be closed after 11:00 A.M. each day to all traffic.
15. Each exhibitor must provide display racks or tables for his or her work. Bring your own chairs. It is wise to be prepared for rain. No electricity available.
16. Please keep your display area as neat as possible. Work may be left up overnight at your own risk. Park trees cannot be used for display purposes. **Display equipment may not extend beyond the boundary of assigned space, including stakes and poles for tents, etc.** Electricity is not available.
17. Parking for exhibitors will be on the east side of Dogwood Dell or the Carillon. The Association will not be responsible for parking tickets received for violation of any parking regulations. **Cars or trucks may not be driven or parked on park property in the show area.** This rule also applies to Friday set-up.

### **MISCELLANEOUS**

18. Coffee and doughnuts will be available each morning of the show.
19. A program of participating exhibitors will be available.
20. Port-a-toilets will be available to the exhibitors during the show. Food will be available during the show from concessionaires.
21. HELPFUL HINT: Old rug or carpet will help with dust within your space.

### **TAXES**

22. Each exhibitor is responsible for collecting Virginia sales tax on all sales made during the show. This tax should be added to the price of the items sold.

### **GENERAL**

23. NEITHER THE CARILLON CIVIC ASSOCIATION OR THE CITY OF RICHMOND, DEPARTMENT OF RECREATION AND PARKS WILL BE RESPONSIBLE FOR LOSS OR DAMAGE TO PERSONS OR PROPERTIES (INCLUDING WORKS ON EXHIBIT).
24. We are confident you will understand and abide by the rules, which we feel necessary to produce a top quality show. However, if you feel that you cannot or will not comply with certain of the rules, please refrain from applying to the show. Thank you for your support. We are looking forward to an outstanding show.

Additional information may be obtained by calling Mrs. R .S. Lovelace, III, (804) 353-8198 (Residential) 1112 Sunset Ave., Richmond, Va. 23221. Please call between 9AM-5PM Monday- Friday ONLY.

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Please return reservation slip,  
Fee, resume or description of work.  
(Please print or type.)  
No Business Names

**PLEASE DO NOT SUBMIT ENTRIES PRIOR TO NOVEMBER 15, 2011**

*Slides or photos will not be returned if self-addressed envelope is not enclosed.*

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Oils and Acrylics \_\_\_\_\_ Graphics \_\_\_\_\_ Sculpture \_\_\_\_\_ Pottery \_\_\_\_\_

Watercolors \_\_\_\_\_ Drawings \_\_\_\_\_ Photography \_\_\_\_\_ Creative Crafts (fiber, metal, wood, other) \_\_\_\_\_

**Please attach a snap shot (facing out) that best represents your work to the back of this form.**

Space fee \$175.00 per space.

Application and jury fee \$15.00 Amount enclosed \_\_\_\_\_

BUSINESS ID #, VA Tax ID # or Social Security # (Va. Residents only)

**Two Checks, please!**

Make checks payable to: ARTS IN THE PARK

Mail to:

Mrs. R. S. Lovelace, III

1112 Sunset Avenue, Richmond, Va. 23221