



SOMERVILLE ARTS COUNCIL  
City Hall Annex  
50 Evergreen Avenue  
Somerville, MA 02145  
(617) 625-6600 x2985  
www.somervilleartscouncil.org

## **APPLICATION CHECK LIST**

(Tear off the application guidelines and keep it for your records.)

- Include 5 slides, jpegs (72 dpi max.), or photos that are well-focused and show good detail.
- Label each image exactly in this manner; last name and number—for example, "leeman01".
- Use applicant form to provide a slide list with descriptions and prices to corresponding numbers.
- Make sure enclosed application form is completely filled out.
- First time applicants: Include résumé or description of your training & recent juried show history.
- Enclose your booth fee in the form of a check or money order, payable to: Somerville Arts Council.
- Send all this material in a 9" x 11" envelope.
- To minimize any risk of loss or damage in the return of your support materials, make sure your self-addressed envelope has sufficient postage and is properly sized.

# A r t B e a t • F e s t i v a l • 2 0 1 5

## C R A F T • V E N D O R • A P P L I C A T I O N

Guidelines: Please read carefully and keep this page for future reference.

### BOOTH SPACE AND FEES

The booth fee is \$100. Each booth space is 10-ft. wide x 10-ft. deep. If you require more space, each additional 10'x10' space is \$100. (Example: If you need 3 spaces: (3) x 10' x 10' spaces = \$300). The maximum number of booth spaces per applicant is five. Booth fees are not refundable upon acceptance of your application.

- \* **TABLE & CHAIRS RENTAL:** The Somerville Arts Council can provide one 6-ft. table and two chairs for a fee of \$20. To rent a table and chairs, indicate this on the following page and add \$20 to your application fee. Vendors are welcome to bring their own table and chairs and forego the \$20 rental fee. Vendors are responsible for bringing their own display accessories (i.e. racks, shelves). We cannot provide electricity. You may request a particular location, but we cannot guarantee that your request will be met.

### WHO SHOULD APPLY:

To support the creative efforts of local artists and artisans, all work must be designed and/or handcrafted by the applicant. NO IMPORTS, MANUFACTURED ITEMS, resale items or kits will be accepted.

Craft vendors may share booths. However, applicants must prepare separate applications and RETURN THEM IN THE SAME ENVELOPE. Please keep each applicant's material (including form, slides, support material) neatly clipped together. Both/all applicants must be accepted in order to share a booth.

### APPLICANTS MUST SUBMIT:

- a complete Craft Vendor Application.
- 5 slides, color photos, or jpegs (72 dpi max.) of **current work** representing the type(s) of work you will show. Label each slide/photo with your name & a number (i.e. heart01). Photos should be attached to a piece of paper. Provide corresponding image information on application. Do not send actual work.
- booth fee; make sure to include an extra \$20 for table and chairs rental, if needed. We will return your payment if your application is not accepted.
- First-time artisans must include résumé or description of training & recent juried show history. First time arts organizations must include a mission statement.
- a self-addressed envelope with sufficient postage for the return of support materials. Make sure your support materials will fit in your SASE, especially if you are using plastic sleeves.
- Send all material in a 9" x 11" envelope; clearly print your return address.

### IMPORTANT DATES & RULES:

All applications must be postmarked by Tuesday, March 31st to the Somerville Arts Council. The craft jury will evaluate applications in terms of quality, originality, and marketability. Past participation at ArtBeat does not guarantee an acceptance for this year. Applications without visual support materials (slides, photos, jpegs), and incomplete information will be disqualified. Notification e-mails will be sent by the end of April. Your complete packet with set-up information, directions, etc. will be mailed in early July.

# ArtBeat • Festival • 2015

## CRAFT • VENDOR • APPLICATION DEADLINE: Tuesday, March 31st

Applications must be postmarked by Tuesday, March 31, 2015. Please print clearly or type.  
Address: ArtBeat Crafts, Somerville Arts Council, 50 Evergreen Avenue, Somerville MA 02145.

Applicant Name \_\_\_\_\_  
Business Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_  
Email \_\_\_\_\_  
Craft category:  jewelry  fiber/textile  photos/prints  paintings/drawings  
 ceramics  other \_\_\_\_\_  
Price Range: \$ \_\_\_\_\_ to \$ \_\_\_\_\_

Have you been an ArtBeat vendor before?  
Yes  No   
If yes, when?  
11  12  13  14   
Do you plan to use a canopy?  
Yes  No   
If yes, dimensions are  
\_\_\_\_\_ x \_\_\_\_\_

Please provide a description of the work you will sell at ArtBeat.  
\_\_\_\_\_  
\_\_\_\_\_

Please provide a description of your booth set up.  
\_\_\_\_\_  
\_\_\_\_\_

Submit 5 slides, color photos or jpegs representing the current work you'll be exhibiting this year. Label each image with your last name followed by a number such as "leeman01". Below, give corresponding information; include dimensions, materials and prices. IMPORTANT NOTE: Previous ArtBeat participation does not guarantee placement. Submissions must include images of the current work you will be showing. Vendors are selected on the quality and strength of the applications materials. Shared spaces/applications are juried separately. If the jury does not approve one submission, the accepted applicant must pay the full fee.

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

**First time applicants only:** Briefly, tell us about your training and craft show history. Do this on a separate piece of paper, or simply include a resume, if that's easier.

Each booth space is 10'x10' and costs \$100. How many spaces would you like? \_\_\_\_\_ x \$100 = \_\_\_\_\_  
Do you want to rent (1) 6' long rectangular table and (2) chairs; \$20 per set. \_\_\_\_\_ x \$20 = \_\_\_\_\_  
Total fee enclosed \$ \_\_\_\_\_