

Fair Regulations for Non-Profit Organizations

- 1.** This is a juried fair. Acceptance is based on organizations Mission Statement, and how that mission statement correlates to the LAAC Mission Statement. LAAC reserves the right to reject any vendor based upon the jury's recommendation and its own discretion. **Only items/activities that have been juried at the time of application may be displayed.** Juries are anonymous.
- 2.** In order to protect the safety and well being of staff, volunteers, vendors, and patrons, LAAC reserves the right to deny applicants for inappropriate conduct, including: threatening, intimidating or hostile behavior, violet or abusive language, or actions which create an unwelcome atmosphere. Any incidents should be reported immediately. LAAC reserves the right to deny applicants who do not align with the mission of the organization.
- 3.** First time applicants, artists returning after a hiatus, or any artist adding to his/her product line must submit 3-5 images of the product(s) and booth set-up. They may be submitted as photos, on a CD and mailed with the application, or emailed to: laarts@rt66.com. Please send clear photographs of your artwork. Only send jpegs at a higher resolution (300dpi). Shots of individual pieces are preferred. Artist's name must appear on all material.
- 4.** Residents of New Mexico will be considered first, but the fair is open to those residing outside of New Mexico.
- 5. Registration is by mail or online.** Early return of application or previous show participation does NOT guarantee a spot. No telephone or email registration is allowed. Vacancies or cancellations are filled from a waiting list. Applications must be received at least two weeks prior to the fair.
- 6. Booth locations are assigned and are not negotiable.** Requests for locations and electricity will be honored when possible, but there are no guarantees.
- 7. Organizations must furnish all equipment for booth(s),** including displays, tables, chairs, and canopy (Spring only). Special requests are considered on a case by case basis.

8. No resale of goods is allowed. This includes art designed by the artist but manufactured by others.

9. Food Vendors are required by law to have a New Mexico food Purveyors Permit Number on the application and exhibited in the booth. No food or drink may be sold without this permit or without the permission of the Fair Committee. No food or drink may be sold from any artist's or craftsperson's booth other than those specifically approved by the jury as food/drink booths.

Medicinal products are not allowed.

10. "No Shows" will be removed from the mailing list. This will jeopardize participation in future Northern New Mexico Craft Fairs.

11. Vendors must receive permission from the Director of LAAC or the Craft Fair Committee to leave the fair early. Early departure from the fair will result in the removal from the mailing list. This will jeopardize participation in future Northern New Mexico Craft Fairs.

12. Checks for both the May and November fairs will be cashed when the organization is juried into the fair. Checks that do not clear must be replaced immediately, including returned check fees, by money order or cashier's check. A refund will be made for cancellations up to two weeks prior to a fair. All cancellations are subject to a **\$25.00 fee**. No refund will be given two weeks or less prior to the fair.

13. A notice of your fair status will be emailed to you as soon as possible after receipt of your application. Reminders will be sent out a few weeks before the fair via email. If you have paid via PayPal, and were not accepted to the fair, your payment will be returned to you at this time.

Please Note:

Los Alamos is in a high mountain desert. There can be intense sun, rain, wind, and even snow during the fairs. **Come prepared for all!** LAAC does its best to provide internet access for indoor fairs. We do not have the ability to provide access for outdoor fairs. If you have any questions, please call us at 505-663-0477 or email us at laarts@rt66.com.

Website: www.losalamosartscouncil.org

This application can also be downloaded from the website.

Instructions:

If applying by mail: return completed application, with any requirements, entry fee (separate checks for each fair) to:

Craft Fair Committee
Los Alamos Arts Council
PO Box 284
Los Alamos, NM 87544

If applying online: complete online application, pay via PayPal or mail check to above address, and email photos to: laarts@rt66.com.

If you submit your photos as printed submissions or on CD, please notify the LAAC Staff if you need to have them returned to you.

Los Alamos Arts Council Mission Statement:

The mission of the Los Alamos Arts Council is to promote lifelong engagement in the arts through education and Community Partnerships. The LAAC will serve as a catalyst for economic, social, and cultural growth, and its activities will bring together the diverse segments of the community.

2020 NON-PROFIT APPLICATION

Check the box(es) for the fair(s) to which you are applying:

- May Fair** Saturday, May 2nd, 2020 **Holiday Fair** Saturday, November 21st, 2020

Organization Information

Organization Name: _____

Organization Tax ID Number: _____

Contact Person Name: _____

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

Email: _____ Phone (1): _____ (2): _____

Car License Plate #: _____ Model/Color: _____

Please provide your organizations Mission Statement: _____

Please describe what you will be doing, and how it fits with the Arts Council Mission Statement: _____

Are you requesting electricity in your space (November fair only)? Yes No *(Requests filled as possible)*

Notes for Fair Committee and/or space requests (optional): _____

	Fee	Fee if Late	Qty. May	Qty. November	Total
Non-Profit Organization (Check)	\$30	\$35			
Non-Profit Organization (PayPal)	\$35	\$40			

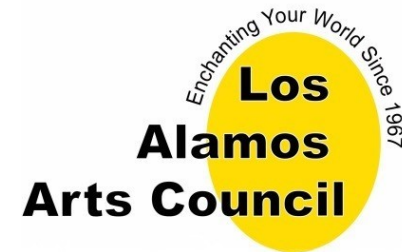
Date you last participated in our Arts & Crafts Fair? (If applicable) Month: _____ Year: _____

Non-Profit Organization Booth Fees include a One Year Organization Membership to LAAC

(Artists may become a member via our website or by enclosing a separate check)

Please make check(s) payable to Los Alamos Arts Council. A **separate check** should be written for each fair to which you apply. Checks will be cashed when artists have been juried into the fair. **Please note: no refunds in the event of poor weather. Please sign here to confirm that you agree to abide by all Fair Regulations:**

Non-Profit Representative: _____ Date: _____



2020

Northern New Mexico Arts & Crafts Fair Non-Profit Application

May Arts & Crafts Fair 2020 (Outdoor)	
Fuller Lodge Lawn	Booth size 10'x10'
Saturday, May 2nd, 2020	
9 am– 4 pm	Available: 105
Holiday Arts & Crafts Fair 2020 (Indoor)	
Los Alamos Middle School	Booth Size 8' x 6'
Saturday, Nov. 21st, 2020	
9 am – 3:30 pm	Available: 75
Booth Fees:	Single
More than a month before fair:	
Paid by Check	\$30
Paid with PayPal	\$35
A month or less before fair:	
Paid by Check	\$35
Paid with PayPal	\$40