

# Artsfest '12 Organization Application

Art & Nature Organizations are welcome to apply to Artsfest!

Organization applications are due by June 30

Please print clearly! Please read carefully as application has changed!

Organization \_\_\_\_\_  
Contact person \_\_\_\_\_  
address \_\_\_\_\_  
city \_\_\_\_\_ state \_\_\_\_\_ zip \_\_\_\_\_  
phone (day) \_\_\_\_\_ phone (evening) \_\_\_\_\_  
email **(REQUIRED!)** \_\_\_\_\_  
Web address \_\_\_\_\_

**ALL APPLICANTS MUST ANSWER THIS QUESTION** --- Please describe your **FREE** booth activity and/or demonstration:

If applying for a **SALES BOOTH**, **YOU MUST ANSWER THIS QUESTION** --- Please fully describe any income-generating activities that will take place at your booth:

## Guidelines

1. We welcome ART and NATURE organizations to participate in Artsfest. Should your organization be accepted, you will be expected to provide an on-going, FREE activity and/or demonstration for the public at your booth.
2. Please attach AT LEAST ONE of the following documents to this application: organization bylaws, IRS determination letter, or your most recent 990.
3. Please note that you must choose to be an **info/demo ONLY booth** OR a **sales/info/demo booth**. Depending on the type of booth, group will be assigned either a 10' x 10' space OR a 20' x 10' space. Please remember that spots along the Wooded Path are somewhat irregular because of trees and shrubs.
4. If you decide to apply for a sales/info/demo booth, you must list what you will have for sale at your booth OR any other income generating activities you will undertake at your booth.
5. If you are an arts organization, please note that artist who have their own booth at Artsfest cannot exhibit in an organization booth.
6. If you are exhibiting and/or selling art, please note that each artist in the group may exhibit/sell no more than four (4) pieces of work. No exceptions!
7. Group must pay their booth fee (\$50 or \$150) by June 30.
8. Group must pay 14% of gross sales for the event, due by October 31.
9. Booth banners and signs identifying the organization cannot exceed 16 sq ft in size.
10. Each group will receive 10 Artsfest passes in the mail at least 3 weeks before the event. Additional passes can be purchased prior to the event for \$4 each. No exceptions will be made to this rule. Please plan ahead as we will no longer allow you to leave your volunteer list at the gate.

**Booth Type & Payment Information – choose one**

o \$50 Information/Demonstration **ONLY** Booth (approx. 10' x 10' booth along Wooded Path; space will be marked off with tape)

o \$150 Sales **AND** Information/Demonstration Booth (approx. 20' x 10' along Wooded Path; space will be marked off with tape)

\_\_\_ Check enclosed      \_\_\_ Visa      \_\_\_Mastercard

Acct # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on card: \_\_\_\_\_ CID # \_\_\_\_\_

Billing address: \_\_\_\_\_

Signature: \_\_\_\_\_

**Release Agreement for 2012**

I acknowledge and agree that my/our completion and submission of this application represents my/our commitment to participate in Artsfest to be held at Annmarie Sculpture Garden, September 15 and 16, 2012. I/we have received and read the festival rules and the booth information, which are part of this application, and are incorporated herein by reference. If I/we am/are accepted into Artsfest, I/we agree to abide by these rules.

For good and valuable consideration, including being permitted to participate in Artsfest, the undersigned participating artist/group, for myself/our and my/our successors, heirs, assigns, executors, administrators, legal representatives, employees, agents and affiliates and in case of corporation, also its officers, directors, and shareholders (collectively, the "Artist"), forever releases and discharges Annmarie Garden, Ann's Circle, the Koenig Private Foundation, the Calvert County Government, and each of its officers, directors, employees, agents, assigns, volunteers and affiliates (herein referred to as "Artsfest") from all claims, demands, losses, costs, expenses, suits, damages, obligations, liabilities, and cause of action, whether arising in law or in equity, which the Artist ever had, may now have, or may hereafter have by reason of any matter, cause or thing whatsoever arising out of or related to the Artist's involvement in Artsfest.

The Artist/group agrees to and does hereby assume any and all risks of personal injuries to the Artist, including death, and risk of damage to the Artist's property, caused by or arising out of the Artist's/group's involvement in Artsfest.

The Artist/group hereby agrees to defend, indemnify and hold Artsfest harmless from and against any and all claims, demands, suits, losses, cause of action, damages, liabilities, obligations, costs, expenses, and judgments (including, without limitation, death and damages to property) caused by the Artist's/groups acts or omissions or failure to abide by the rules of Artsfest arising out of the Artist's involvement in Artsfest.

If accepted, Artsfest has my/our permission to reproduce my/our artwork, through the images I/we have submitted, for the purpose of promoting, advertising, and marketing Artsfest. Artsfest also has my/our permission to publish photographs or video taken of me/us, my/our booth and my/our work during Artsfest for purposes related to promotions of Artsfest, past or future. **I/we agree to pay 14% of my/our festival sales to ANNMARIE GARDEN, and I/we will make this payment no later than October 31. If I/we send our payment after Oct 31, we will pay the additional \$25 late fee.**

\_\_\_\_\_  
Name of organization

\_\_\_\_\_  
Signature of Authorized Person

\_\_\_\_\_  
Date

Print or type signature of authorized person \_\_\_\_\_

**Mail application to:**  
**Annmarie Garden**  
**P.O. Box 99**  
**Dowell, MD 20629**

**Have you enclosed:**

- The completed application form?
- the signed release form
- one of the required organizational documents?
- A check made out to "ANNMARIE GARDEN"?