



1700 N. Monroe Street, Suite # 11 – 140, Tallahassee, Florida 32303 (850) 576-9820

Tallahassee Museum of History and Natural Sciences

Dear Artists and Craftsmen:

Thank you for your interest in Market Days. A premier arts and crafts show held in Tallahassee, Florida. The dates for Market Days 2009 are December 5th & 6th.

Market Days began 44 years ago and has grown to a bigger and better show each and every year. Each year between 19,000 and 22,000 people attend this two-day event. The proceeds from Market Days benefit the Tallahassee Museum of History and Natural Sciences. Attached, you will find an information sheet about the Tallahassee Museum which I feel you will find very interesting and informative.

Please read the Artist Information sheet carefully before applying to Market Days. If you wish to apply for the 2009 show, please make sure you complete and sign your application, include payment, pictures and a #10 SASE. You will need to submit 3 images of your work. Your images may be submitted electronically to the e-mail address below, or on a CD. Slides are not accepted.

Because we do not jury until the first week of June, all monies received will be deposited in the Market Days account. Completed applications and payment do not guarantee a space at Market Days. We are a juried show and all applications are included in the jury process. If for some reason you are not accepted for the show, your space money will be refunded to you in July. Please remember that the jury fee is non-refundable.

The completed application and fees **must be received by May 15th, 2009**. All vendors who have applied will be notified of the jury's decision by July 15, 2009. If you fail to get a response by the end of July, please email or call.

Again, thank you for your interest in Market Days. Because of the wonderful vendors who participate, we are able to support a museum that is a very important part of the Tallahassee community.

Sincerely,

Kay Cunningham, Chair
Arts and Crafts Committee
Market Days 2009

Email: artsandcrafts@marketdays.org

Website: www.marketdays.org

Phone: (850) 576-9820

Attachments (3)



Sponsored by the Tallahassee Museum
www.marketdays.org
(850) 576-9820

Held at the North Florida Fairgrounds
Tallahassee, Florida
Saturday and Sunday, December 5 and 6, 2009

6. Fixed-wall spaces 14' x 8' – \$280.00 (**only 25 available in Building 3**)

Prime corner, cap, and double spaces are limited and assigned based on request and availability.

Fees for Outside Spaces

1. 10' x 10' tented space supplied by Market Days - \$350.00
2. 10' x 20' space under a large tent - \$560.00
3. Artist's own tent 10' x 10' – \$280.00 (multiple tent sizes up to 4, add \$200 for each additional 10 ft.)

Electricity is available for all spaces. You are responsible for extension cords, 3-way plugs, duct tape, and any additional lighting you may require. **NO** space heaters are allowed.

CAMPING ON SITE AT FAIRGROUNDS:

Camping means sleeping on the fairgrounds property in a vehicle connected to electricity. Fees are \$30 per night in advance or \$35 collected on site. All spaces have water and 110V electricity; however, those with sewer connections are limited and available on a first come, first served basis. If you need a 220V connection, the rate is \$75 per night.

MAIL APPLICATION TO:

Market Days
1700 N. Monroe Street, Suite # 11 - 140
Tallahassee, FL 32303

Please include:

- 3 High Resolution Digital Images (electronic submission preferred).
- Completed application form (signed)
- One check for the jury fee
- One check for all remaining money
- A stamped, self-addressed #10 size envelope

If you send samples, they will be considered during jury, but will not be returned.

IMPORTANT DATES:

May 15, 2009 - Deadline for receipt of completed application, materials and payment.

July 15, 2009 - Notification of acceptance/rejection will be mailed to applicants no later than this date.

July 31, 2009 - **NO MONEY REFUNDED AFTER JULY 31.**

If you have not heard from Market Days by July 31, please contact us.

Phone: (850) 576-9820

Email: artsandcrafts@marketdays.org

Website: www.marketdays.org

TAXES:

Exhibitors are responsible for collecting and reporting all State of Florida and Leon County sales taxes (7.5%).

Tax calculation charts will be provided to you at the event.

ARRIVAL AND CHECK IN:

For your planning purposes, the grounds will be open for set-up on Friday, December 4, from 8:00 AM until 6:00 PM. **You must** re-confirm your space if you are not checked in by 5:30 PM on Friday by calling 850-576-9820 and leaving a message. The grounds reopen at 6:30 AM on Saturday and all exhibitors must be set up by 7:45 AM. The show opens at 8:00 AM when special event Early Bird shoppers are in line and ready to shop. On Sunday, grounds open for exhibitors at 8:30 AM.

ELIGIBILITY AND RULES:

All arts and crafts media are eligible. Items submitted must be the original work of the Artist or Craftsman applying. This show is promoted as an arts and crafts show, **not buy/sell**. You must disclose any items submitted on your application that are not made by you but are a necessary part of your original work. Artists can only display and sell work that has been juried.

The Arts and Crafts Chair and Committee will have final approval on all acceptance/rejections, placement, and reserves the right to remove misrepresented or inappropriate materials from the show. If your exhibit contains school or sport logos, you **must** have your trademark licensing information with you. Reproductions of the images submitted by artists who are accepted may be used for publicity.

DATES AND HOURS:

December 5 & 6, 2009

Saturday: 8:00 AM - 5:00 PM

Sunday: 10:00 AM - 5:00 PM

APPLICATION:

Two separate checks must accompany your application:

- Check one: \$25 jury fee
- Check two: Payment for space size, tables, cap or corner & camping

Applications will not be juried without full payment. The \$25 jury fee is nonrefundable. If you are not accepted, all other payments will be returned to you.

The committee will assign all spaces and honor any space request, whenever possible, based on availability.

DIGITAL MEDIA:

Artists and craftsmen must submit three (3) high resolution digital images of their current work via e-mail, CD, or photographs (**slides are no longer accepted**). To be considered for use in the newspaper advertisement, it is important that images be of excellent quality, in good condition, and representative of work you will sell. CDs must be labeled with your name. They will be returned at the show.

FEES AND BOOTH SPACE INFORMATION:

Jury Fee (non-refundable) - \$25.00

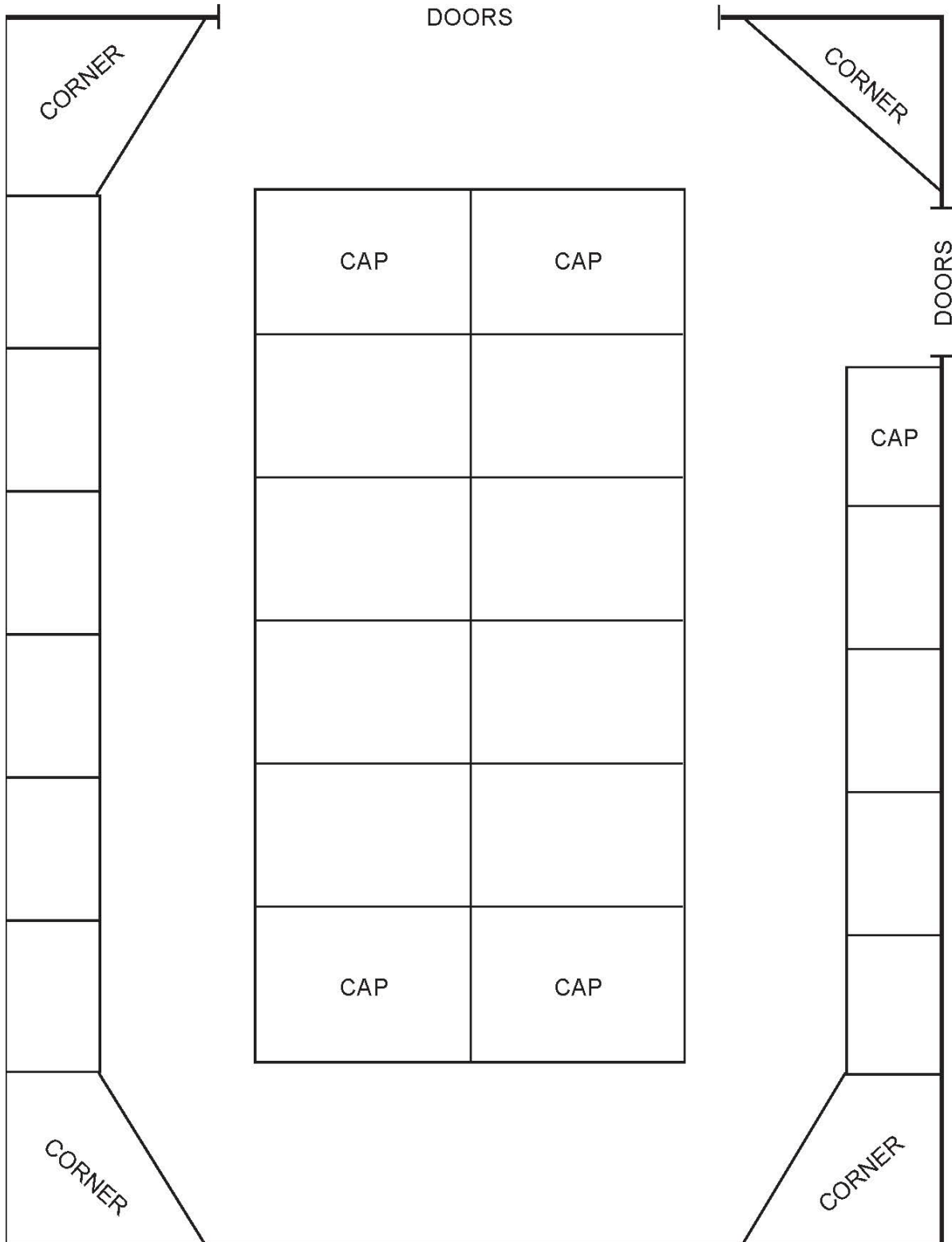
Entry fee – Space size, cap, corner and tables (6'-8', \$15 each) and camping. Only tent frames are allowed inside; NO CANOPIES. Checks returned by the applicant's bank will incur a \$25 charge. If the requested space size is not available and you agree to a different size space, you will be either billed or refunded the difference.

Fees for Inside Spaces:

1. 14' wide x 10' deep space - \$350.00
(space may be doubled once, i.e. 28' x 10' - \$700.00)
3. 18' wide x 10' deep space - \$450.00
4. Corner spaces - Add \$50 (see back of page for example)
5. End of row cap - Add \$65 (see back of page for example)



Examples of Caps and Corners in Buildings





Market Days

Arts and Crafts Application

Tallahassee, FL
December 5th and 6th, 2009

| OFFICIAL USE ONLY | |
|--|-------------------|
| Vendor #: _____ | Space: _____ |
| Accepted: _____ | Rejected: _____ |
| Date: _____ | New: _____ |
| Craft: _____ | |
| OUTSIDE: OT MDT OTO 10X10 20X10 30X10 40X10 | |
| INSIDE: CAP CORNER 14X8 14X10 18X10 28X10 Other _____ | |
| Camping: F S S | |
| # Tables: _____ | Total \$: _____ |
| # Images: _____ | Picture CD E-Mail |
| On File: <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Pub: <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | |
|--------------------------------------|-------------------------|
| Last Name/First Name: _____ | |
| Last Name/First Name: _____ | |
| Business Name (if applicable): _____ | |
| Address: _____ | |
| City: _____ | State: _____ Zip: _____ |
| Home phone: (____) _____ | |
| Cell phone: (____) _____ | |
| E-mail: _____ | |
| Florida Tax Number: _____ | |

Please submit 2 checks, one for \$25 Jury Fee and one for Entry and Rental Fee (calculate amount below).

CHECK 1 - Jury Fee (Non-refundable) \$25.00

CHECK 2 - ENTRY FEE- calculate total below. Check desired space size and enter amount for space. To the space total, add cap, corner, tables or camping - if needed.

| ✓ | Amount | Select desired space: |
|---|--------|--|
| | | INSIDE BUILDING |
| | | \$ 350.00 - 14' x 10' |
| | | \$ 450.00 - 18' x 10' |
| | | \$ 700.00 - 28' x 10' |
| | | \$ 280.00 - 14 x 8 fixed wall (limited to 25 in Bldg. 3) |
| | | OUTSIDE - tent supplied by Market Days |
| | | \$ 350.00 - 10' x 10' Tent |
| | | \$ 620.00 - 20' x 10' Space in a large tent |
| | | OUTSIDE - tent supplied by Artist |
| | | \$ 280.00 - 10' x 10' |
| | | \$ 480.00 - 20' x 10' |
| | | \$ 680.00 - 30' x 10' |
| | | \$ 880.00 - 40' x 10' |
| | | Mark to request a corner or cap space: |
| | | + \$ 50 - corner (limited number) |
| | | + \$ 65 - cap (limited number) |
| | | Mark to rent any tables: |
| | | Enter number of tables requested: _____ |
| | | + \$ 15 each - table rental x number of tables |
| | | Mark for camping reservations: |
| | | + \$30 per night - 110V Circle nights: Fri Sat Sun |
| | | + \$75 per night - 220V Circle nights: Fri Sat Sun |
| CALCULATE TOTAL FOR CHECK 2 - Add fees for space size, cap or corner, tables, and camping for total. | | |

Is this work handmade by you? Yes No
 If yes, explain how your work is made.
 If no, explain why you are qualified for a show that requires original work. (Use a separate sheet of paper if needed.)

Explain your work in three words (ex.: Hand Painted Porcelain)

List all items you plan to sell at Market Days. Be specific since you will only be allowed to sell work described.

Price range of your items: \$ _____ to \$ _____

Best Seller: _____ Price: \$ _____

Have you been to Market Days before: Yes No
 If yes, when: _____

Do you participate in other shows? Yes No
 If yes, list two: _____

Is your display more than 6 feet tall? Yes No
 If yes, how tall? _____

Some walls have support beams within the space. This is NOT considered a straight/flat wall.
 Does your display require a straight, flat wall with no abutments:
 Yes No

Will you accept a space other than the one requested:
 Yes No
 If the only way you can be accepted into Market Days is by agreeing to bring your own tent for an outside set-up, will you do this?
 Yes No If yes, what size is your tent?
 Do you have any Special Requirements?

Please send completed application; 2 checks; a stamped, self-addressed #10 envelope; and digital media (if not e-mailed) to arrive by May 15, 2009, to:

Market Days
 1700 N. Monroe Street, Suite # 11 - 140
 Tallahassee, FL 32303

Make both checks payable to the Tallahassee Museum.
 Refunds will not be made for cancellations after 7/31/09

I have read and agree to abide by the terms specified on the information sheet. I understand that the work entered in Market Days is subject to the conditions on the information sheet. The Tallahassee Museum will not be responsible in any way for damage to the work or persons participating in this show.

_____ Sign _____ Date _____