

# 1<sup>st</sup> Annual Art and Craft Show

The Bascom: A Center for The Visual Arts

Saturday, November 7<sup>th</sup>, 2020

10 am – 4 pm



## Application

Please complete all applicable fields.

**Name:**

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**Email:**

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**Studio Name:**

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**Address:**

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**City:**

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**State:**

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**Zip:**

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**Telephone:**

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**Website:**

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**Business Facebook:**

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**Instagram:**

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**Price range of your work:**

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**Email this Application along with the following to:** [blove@thebascom.org](mailto:blove@thebascom.org)

- (1) Two quality photos of your work with title, material, and price for each piece
- (2) Short Bio and Artist Statement
- (3) Medium: Circle that which applies to the work you intend to sell if accepted:  
Clay   Wood   Painting   Jewelry   Sculpture   Drawing   Photography   Other

**Application Deadline:** October 9<sup>th</sup>, 2020

This is a juried opportunity. All work must be original of the artist applying. Bascom percentage is 40% of booth sales.

**Format:** Vendors will be given a display space on The Bascom Terrace. The Bascom will provide staff to work the event from set up to break down. We will provide a central check out station and handle all transactions for a 40% fee of total sales by each artists. We will provide a wrapping station, staff to help during the show, and advertising.

The show will start promptly at 10 am on Saturday, November 7th, 2020. All Bascom health and safety guidelines will be followed, including required face coverings. See detailed health and safety guidelines below.\*

**Show Date and Time:** Saturday November 7<sup>th</sup>, 2020; 10am – 4pm

**Setup:** Saturday, November 7<sup>th</sup> 7am – 9:30am

Set up on Friday, November 6, 2020 is not available, but artists are allowed to drop off work at their booth location. Security will not be provided Friday night.

**Fees:** There will be no booth fee, but The Bascom will receive a 40% fee for all work sales.

**Booth:** Each artist will be provided a 12 x 12 ft. display area with one 6 ft. folding table. Artists are required to set up their own retail display. The Bascom will provide a white table cloth for the table to be returned at the end of the show.

**Cleanup:** Artists are responsible for removing all artwork and display materials from their booth. Please cleanup around your area before leaving after the close of the show and make sure all garbage is put in nearby containers.

**Conduct:** All participants are expected to conduct themselves in a professional manner. Break down may begin at 4 pm on Saturday, not before.

**Pets:** The Bascom is a pet friendly property. Many attendees bring pets. Therefore due to liability issues participants may not bring pets.

**Smoking:** As a courtesy to fellow artists/merchants and festival attendees, do not smoke, or use tobacco products on The Bascom campus.

**Cancellation Policy:** The Bascom reserves the right to cancel the event within 7 days of November 7, 2020 due to weather, or any circumstances related to safety, public health, or due to any reasonable circumstance.

I agree to hold The Bascom free and harmless from any claims and liability relating to any injury, damage, or theft caused by persons or property while said premises are occupied under this agreement. This includes damage, injury or loss of any type from the time of setup until the removal of exhibits. The Bascom cannot be held liable if any portion of the event must be canceled due to events beyond our immediate control.

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

**\*Bascom health and safety guidelines:**

- Employees will conduct self-screenings before entering The Bascom. The forms were sent to each staff member and there is a sign on the door reminding them to conduct a self-screening before entering and more forms in the admin office.
- Masks or face coverings are required for everyone while on The Bascom Campus.
- New sanitizing stations have been installed at all entrances.
- Social distancing is practiced on the entire Bascom Campus.
- Only contactless payments will be accepted.
- There are separate entrances and exits and one way flow of traffic.
- Max capacity numbers follow the guidelines for each space. Currently this is 50% capacity or 6ft distance-whichever is smaller.
- All frequently used surfaces such as door knobs and railings are being disinfected with a good bleach solution and cleaned hourly. A wet spray disinfectant can be used at the end of the day if it sits for 10 minutes.
- Shifted cleaning and sanitation from an "after hours" chore to something conducted in a highly visible and reassuring manner throughout the day.
- All water fountains have been turned off.

**What we ask of all visitors and vendors:**

- Wear your masks or face coverings while on The Bascom Campus.
- Wash your hands frequently with soap and water and/or use the hand sanitizer regularly.
- Practice social distancing at all times.
- Do not touch your face.
- Cover your cough or sneeze, cough into a tissue, or the inside of your elbow.
- If you don't feel well, please come back when you do.
- Conduct self-screenings throughout the day – If you or someone around you exhibits symptoms of illness: fever, cough, shortness of breath, or other indicators you /they should stay home and seek medical attention.