



Presented by

Dallas Arts
ASSOCIATION

VENDOR APPLICATION

JULY 28TH, 2019 8AM TO 2PM

DALLAS CITY PARK

West end of Academy Street off of Main Street

The Dallas Arts Association invites you to participate in our annual event, Art in the Park, the last Sunday of July!

How to enter:

Each participant's work will be juried by the Dallas Arts Association's Board of Directors. Examples of entries shall be submitted in the form of photos no later than **July 1st, 2019**. A completed application form and payment must accompany all entries. Notification of acceptance into the festival will follow. Entries must be self-made. **ABSOLUTELY NO FLEA MARKET OR GARAGE SALE ITEMS WILL BE ALLOWED.** Only those items juried will be allowed for sale. All types of work to be displayed must have been juried, so, be sure to provide a representation of all your work.

Entry Fees:

Entry fees are used to offset necessary expenses involved in making the event possible (i.e. music, advertising, etc.) A **non-refundable entry fee** entitles the artist to participate. Those first to register will get available spaces, then we will take a waiting list. All of your work need not be for sale, but it must be so designated at the time of entry and during the event.

Booth Space:

All accepted artists will be assigned a space approximately 12'x12'. We reserve the right to place exhibitors within areas deemed necessary to balance the event and facilitate traffic flow and sales. Each participant is responsible for cleanliness of the assigned space. The presence of vendor pets during the event is prohibited, only certified service animals are allowed. Displays must stay within allotted booth space. Trash containers and restrooms are available.

Booth Set Up:

Participants will be required to set up their displays in advance of the event's opening. Unloading must take place between 5:45am-7am. Vehicles must be off of the pathway for foot traffic to Breakfast in the Park. Vendors are asked to unload items in their assigned space and move vehicle to vendor parking immediately. **Set up must be completed by 8am.** The park gate will be open during this time. Please bring a helper, if you need assistance with unloading. Breakdown will take place between 2pm-3pm.

Special Provisions:

Participants providing food are responsible for compliance with sanitary regulations and must receive a temporary restaurant license from the Environmental Health Department of Polk County. Those utilizing generators for electricity or other fuel are responsible for compliance with fire and safety regulations. **Electricity will not be available for vendors, no exceptions.** If your booth needs electricity, you will need to provide your own generator. If you are working your booth alone, arrange with Association prior to event for volunteers to be available, to allow association to get volunteers signed up prior to event.

Responsibility:

Participants are solely responsible for bringing a shade canopy, table, chairs, setting up, tearing down, any items needed to display items, and supervising their booth. The Dallas Arts Association is not responsible for loss or damage to any artwork or crafts. No plastic will be provided; exhibitors should make their own provision to protect their work in the event of rain or a sunny location. This event takes place no matter the weather, examples and are not limited to rain, extreme heat, or cold. Entry in Art in the Park constitutes an agreement with terms specified above. While all possible care will be taken in handling of items, the Dallas Arts Association cannot be held responsible for lost, stolen, or damaged entries.

You will be sent a confirmation email, a few weeks before the event, with your space number, and your specific set up time.

It is important to fill out the following form completely; retain this page for your records.



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Mail submissions to: Dallas Arts Association
Po Box 192
Dallas OR 97338

or Drop off at: Citizens Bank
Attention: Monica
583 SE Jefferson St
Dallas OR 97338

Enclose your application and entry fee:

\$35.00 if submitted before July 1st, 2019

\$45.00 if submitted after July 1st, 2019

Questions contact: Monica Johnson
Email: mjohnson1981@gmail.com
Phone: 503-623-3119 (Monday to Friday 9 to 5)

Name: _____

Business Name: _____

Home Phone: _____ **Cell Phone:** _____

Email: _____

Address: _____

City: _____ **Zip:** _____

Description of all work that will be sold or displayed: _____

Special requests: _____

May we use your Name or Business Name in advertising, when available? () Yes () No

I understand that the booth fee is non-refundable. I agree to hold the Dallas Arts Association, City of Dallas, Polk County, and all sponsors of Art in the Park harmless from any loss, damage, or injury to any persons or property during the Art in the Park event.

Signature _____ Date _____