



Prairie Arts Council
Presents

28th Annual Holiday Art Show and Sale

Thursday, Friday & Saturday, November 10, 11, 12, 2022

Vendor Application Deadline: October 11, 2022

The holiday season is just around the corner. Prairie Arts Council invites you to show and sell your original art, fine crafts, artisan foods, or unique vintage items. Our event goal is to offer hand-made, unique, and original items.

Returning vendors: must fill out the application form and return it by the deadline.

New applicants: must provide at least 3 emailed jpeg images representative of your work; or bring in actual samples to be juried. Make an appointment soon; notification of acceptance within 3 days. **Then** submit application by the deadline.

Fill out our online application or deliver this form and materials to:

Prairie Arts Council 301 N. Van Rensselaer St., Rensselaer, IN 47978
Email: pacrensselaer@gmail.com Phone: 219-866-5278

IMPORTANT INFORMATION

PLEASE READ THE ENTRY FORM AND AGREEMENT AND FOLLOW DIRECTIONS CAREFULLY.

Note: This year we are joining with Mainstreet Rensselaer's Holiday Stroll to share their broad publicity so we are matching their hours.

Sale Dates:

Thursday Nov. 10, 4:00pm – 7:00pm
Friday Nov. 11, 9:00am – 7:00pm
Saturday Nov. 12, 9:00am – 4:00pm

Place: Lilian Fendig Gallery & Carnegie Basement, Carnegie Center, 301 N. Van Rensselaer St., Rensselaer, IN 47978.

Offering: Original fine arts, fine crafts, and artisan foods, and unique vintage items.

Exhibitors: Juried and invited vendors only, but new vendors and artists are encouraged to apply.

Fees and Commissions: There is no entry fee to vendors, but PAC will withhold 20% commission on all sales by PAC members and 35% commission from non-members' sales. Please price items accordingly. Membership must be current. New and renewal memberships will be accepted.

Installation and Take Down: Set up will be by appointment only from Nov. 6th -9th. Email Bonnie Zimmer at bonniezimmerartist@gmail.com to set up an appointment after Oct 15th. Take down will be by appointment on Saturday, Nov. 12 from 4:00-6:00 PM or by special arrangements.

Publicity: Vendors are encouraged to promote the event by distributing flyers, emails and Facebook announcements to their personal mailing list.

Responsibilities: We will have greeters/security throughout the sale. Vendors are encouraged to volunteer to work at least 2 hours during the show, which consists of being present and keeping an eye on tables.

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Deliver form to: Lilian Fendig Gallery, Carnegie Center, 301 N. Van Rensselaer St., Rensselaer, IN 47978

Deadline: October 11th

VENDOR APPLICATION: (print neatly and respond to ALL sections, please)

NAME: _____

PHONE: _____ EMAIL: _____

ADDRESS: _____

New applicant? YES ___ NO ___

Brief description of the media and types of items you will be offering **(required)** to be used in publicity.

VENDOR NEEDS:

A PAC table? 6' ___ 8' ___ NO ___ Outlet? YES ___ NO ___
Wall space behind table? YES ___ NO ___ Free standing 4'x4' bi-fold pegboard (limited number available)? Yes ___ No ___
Location Preference (check one): Upstairs ___ Downstairs ___ No preference ___

Note: Every effort will be made to give you the location you request, but it cannot be guaranteed (granted by date received, as space allows). Each vendor is allotted approximately ONE 8'x3' space. One table with a fitted black table cloth is available for each vendor. Additional space may be purchased for \$20 up to 8' extra if space is available. Contact pacrensselaer@gmail.com if interested.

VENDOR AGREEMENT:

As a participating artist/vendor in the PAC Holiday Art Show and Sale, I agree to the following terms:

- 1) I will give PAC a 20% commission on all items if I am a PAC member, 35% if a non-member. *Non-members are encouraged to join and may include a membership form with this application.*
- 2) I will accept damage or theft of my work consigned to PAC for the duration of the show and sale. Every precaution will be taken by PAC to safeguard work. We will have greeters/security throughout the sale.
- 3) I will help promote the event with family, friends and others.
- 4) I understand I am strongly encouraged to volunteer to work at least 2 hours during the show. A sign-up schedule will be sent to all accepted vendors.

I have read the above terms and will abide by them.

Vendor's Signature

Printed Name of Vendor

Date