



# The Saratoga Clay Arts Center Fourth Annual "Fall Clay Arts Fair"

**October 15, 2016    10:00 AM - 5:00 PM**  
**Limited to 40 Vendors Only**

The Fall Clay Arts Fair will take place on the front lawn of the Center on Saturday, October 15th from 10:00am to 5:00pm, rain or shine. This Fair is intended as an opportunity to provide our Members and local clay artists a venue to sell their ceramic work. Music, food vendors and advertising will be arranged by SCAC. Each participant will receive up to 50 post cards for the event for distribution to your personal mailing list.

- Fees:** Rental of 10'x10' lawn space for Saturday
- **\$65** registration until September 30th
  - **\$150** registration after September 30th
  - Refunds will **not** be given because of weather issues or because the vendor cannot participate.

**Rules and Regulations:**

1. All spaces will be **10' x 10'** and assigned based on the received order of paid registrations.
2. You must provide your own tent or covering. Tents or furniture will not be available from SCAC. All needed materials for display/set ups must be provided by the vendor/participant.
3. Due to underground cables staking tents will not be allowed.
4. Utilities/electricity will **not** be available.

5. All contents including tables and displays must fit within the 10'x10' space.
6. You may begin to set up tents/canopies and display furniture on Friday, October 14<sup>th</sup>. Displays and set up must be completed before 8:30AM on Saturday and must be completely removed by 7:00 PM.
7. There is **NO** overnight Security! Participants are encouraged to secure work Friday night if they choose to set up on Friday.
8. No vehicles will be permitted near the display areas between the hours of 9AM - 6 PM unless authorized. Also, you may not pack up and leave prior to closing time.
9. Vendors/participants must remain at their booth and are responsible to maintain hours of operation.
10. No smoking or loud sound systems are allowed in the tent areas.
11. You are responsible for clean up in your area after the event by removing all trash and belongings.
12. Request to have spaces next to another vendor/participant is not guaranteed unless both contracts are submitted together
13. Collection and payment of all applicable sales tax is the sole responsibility of the vendor/participant. It is the responsibility of the vendor/participant to provide their tax identification number. (Don't forget to bring your own change!)
14. SCAC Management holds the right to make any and all determinations as to the appropriateness of any item displayed. If an item is deemed inappropriate, you will be asked to remove it from public display.
15. Vendors agree to allow SCAC to use any photographs taken, to be used in promotions.

## **Release**

I hereby release and forever discharge the Saratoga Clay Arts Center, all officers, employees, agents and volunteers from any responsibility, personal liability, claims, loss or damage arising out of or in conjunction with my application to or participation in the Fall Clay Arts Fair. Further, I understand that I store my art at my own risk without exception or limitation.

By signing this form, I agree to abide by the rules, policies and guidelines developed by SCAC and that failure to follow these regulations can mean expulsion from this year's Fair or future Fairs.

I agree to abide by all rules set forth in this application.

Signature\_\_\_\_\_Date\_\_\_\_\_

**These rules and regulations are subject to change. This version is effective as of July 27, 2016**