

Read CAREFULLY-Some things have changed!

All Artists must send in Photos of their work!!

## NEW LOCATION SOUTHMORELAND PARK

(West of Warwick Blvd, East of Oak)

Park where Shakespeare Festival is held.

A \$25.00 Acceptance fee is required for all individual artists

## APPLICATION FORM

# 27<sup>th</sup> ANNUAL UNPLAZA ART FAIR SEPTEMBER 23<sup>RD</sup> AND 24<sup>TH</sup> 2017

A BENEFIT FOR PEACEWORKS KANSAS CITY

(PEACEWORKS IS A NOT-FOR PROFIT ALL VOLUNTEER ORGANIZATION PROMOTING PEACE AND JUSTICE FOR ALL: THE UNPLAZA IS OUR ONLY FUNDRAISER.)

DEADLINE FOR SUBMISSION July 14<sup>th</sup>.

NOTIFICATION OF ACCEPTANCE TO ARTIST'S WILL BE SENT BY JULY 18<sup>TH</sup> 2017

RETURN TO PEACEWORKS, 4509 WALNUT KANSAS CITY, MO 64111

USE U.S. MAIL ONLY; DO NOT SEND OR DELIVER TO ALL SOULS CHURCH;  
DO NOT HAND DELIVER TO PEACEWORKS ; AND DO NOT SEND BY PARCEL SERVICES AS THERE  
WILL BE NO ONE TO SIGN.

Name(s) \_\_\_\_\_

Business Name \_\_\_\_\_

Name of Booth partner \_\_\_\_\_ (If you share a booth with

**Another artist, each artist must submit an application with pictures and the \$25.00 fee.)**

Address \_\_\_\_\_

City/State Zip \_\_\_\_\_

Phone (day) \_\_\_\_\_

(Evening) \_\_\_\_\_

E-mail address \_\_\_\_\_

Website address \_\_\_\_\_

Medium(s) \_\_\_\_\_

This year we will be only be having 10X10 spots. We will not have table spots.

Description of your work (**ALL WORK MUST BE ORIGINAL & HANDMADE BY ARTIST, NOT IMPORTED**) Price range on artwork pieces (we encourage bringing affordable artwork for sale, average price between (\$20-\$100)

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Artists will receive at least 20 free promotional postcards to send to patrons at their own expense. Fliers will also be provided to post in places you shop.

How many postcards are needed? \_\_\_\_\_

How many fliers are needed \_\_\_\_\_

Please send information about Peaceworks \_\_\_\_\_

## **ARTISTS PARTICIPATION STATEMENT/CONTRACT**

**(PLEASE KEEP COPY FOR YOUR RECORDS)**

IT IS UNDERSTOOD THAT

The event is 10am to 6pm on Saturday, and 10am to 5pm Sunday.

The fair will be at

**SOUTHMORELAND PARK (PARK BETWEEN THE NELSON ATKINS & OAK HALL)**

**Artists should arrive at least 2 hours before the show on both days to allow sufficient time for setting up displays. Artists will receive a map of the area upon arrival, illustrating designated booth locations. Artists to bring their own tent, and chairs and everything else need to properly display art work.**

Unloading of cars will be done off of Oak or Warwick Blvd. Cars are not allowed in the park. Cars should be moved after unloading. We will know more about places for the artists to park later during the summer.

Peace Works volunteer will staff a cashier table by Oak Street. Artists will be provided with triplicate forms on which to list, for each sale. Instructions will be stapled to the outer cover of the book explaining procedure.

**A \$25.00 acceptance fee is now required with your application. If you are put on the waitlist and not accepted, your money will be refunded after the show. Applications without this fee will not be considered**

PeaceWorks will handle advertising & promotions, including postcards (available in July) to send to patrons at the artist's expense, which will be mailed to you with your acceptance letter.

Artists will be reimbursed for all sales, less 25% for the first \$1500.00 in earnings and 10% over \$1500.00 which goes to PeaceWorks. **PeaceWorks will not be collecting sales tax on artists sales: we are not required as we are a 501(c)(4)**

**Organization.**

**You must set your prices accordingly, presenting your patrons with a single price per item, part of which goes to PeaceWorks per above. You will pay your own taxes out of what you receive in your check.**

**NOTE: All checks will be mailed to artists the week after the fair with a letter reporting gross sales.**

**Artists are to round up prices to even numbers: there are to be no “cents” in prices.**

There is to be no set up on Friday night ( this could change, due to the new location)

Artist's are responsible for their art/display and property at all times.

Although PeaceWorks hires a security company to patrol the area Saturday night, artist's are responsible for storing equipment. No shelter from weather is provided. In the event of heavy or continuous rain, the art fair will close pending return of fair weather and customers.

### **EVERYONE IS TO SEND PHOTOS OF THEIR WORK**

**All applications (new or returning) must include photographs.**

Please include a self-addressed stamped envelope if you want them returned. **Do not send slides.** Please label all photos with your name. Applications without photos will be considered incomplete and not considered.

**A SIGNATURE AND DATE IS REQUIRED FROM ALL ARTISTS:**

I, \_\_\_\_\_, have read  
and agree to above statements.

Date \_\_\_\_\_