



**A day of celebration of Art.  
The day will include Visual Artists,  
Musicians, Children's Activities, Food  
Vendors, all in Bunning Park,  
in Downtown Rock Springs, WY.**

## **Rock Springs Arts Festival Application 2024**

September 14, 2024, 10 am - 4 pm

- Location -- Bunning Park, J and Evans Streets
- **ENTRY DEADLINE: Early entry is June 14th and final entry by Friday, July 26th**
- Acceptance/Rejection Notices: Emailed by Aug. 1st.
- Written Cancellations must be received by August 12, 2024 to receive a refund.
- Set-Up Times: Saturday, Sept. 14 (7:30 am - 10 am)

### **Contact information:**

**Downtown Rock Springs Community Fine Arts Center**  
chad\_banks@rswy.net dsoule@sweetwaterlibraries.com  
(307) 352-1434 (307) 362-6212

**Mail application to:** ArTember 2024  
603 South Main Street  
Rock Springs, WY 82901

### **EXHIBITOR ENTRY REQUIREMENTS AND FEE**

PLEASE READ CAREFULLY!

1. **APPLICATION MUST INCLUDE PAYMENT FOR BOOTH SPACE FEE.**
  - Artist 10' x 10' Booth Fee \$25.00
  - Artist Double 10' x 20' Booth Fee \$50.00
  - No booth fees will be cashed earlier than July 26.
2. **JURY PROCESS REQUIRES FOUR IMAGES**
  - Send four (4) jpg images on a flash/thumb drive. One image of your booth. 3 images that are representative of your art. ***IF you have been accepted in the past, only send one image of recent work you will be including in the festival.***
  - Images should show your work clearly against a solid color background. One item per image please.
  - Images should show the quality and diversity of your most current work.
  - ***Images should be no smaller than 1200 pixels on the smaller side of the photo.***
  - Label flash/thumb drive with your name & medium. *Images can be emailed if necessary, but application and payment by check must be mailed or hand delivered. NO TEXTED images accepted.*
  - **Use a descriptive name for each image**, including your name -- ie: Soule-WYisHome-ptg.jpg
  - If two artists wish to share a booth, each artist must submit separate applications (and fee) and submit 3 images of their work.

### **ACCEPTANCE**

- All artwork is juried by digital jpg images.
- Images must be current and representative of your art.
- Jurors look for work that is well conceived, expertly executed and exhibits imagination and originality.
- All art displayed at the Festival must be the artist's own, high quality, original art similar to what was juried in.

### **ARTIST BOOTH SPACES**

1. Artist booth spaces are 10'x10'.
2. Floor mats or carpets are not allowed.
3. Artists are responsible for the set up and removal of their displays and equipment and disposal of trash.
4. Anyone misrepresenting work to be displayed or breaking any rule may be asked to leave by a Festival Committee representative. No refunds will be made.

### **SALES TAX**

Artists and food vendors are responsible for collecting sales tax on each sale.

Learn more at <http://revenue.wyo.gov/Excise-Tax-Division>

### **CANCELTION**

Artists may cancel in writing by August 12 for a refund.

***Selection of exhibitors remains  
the exclusive right  
of Downtown Rock Springs and CFAC  
and the results are final.***

# ARTIST APPLICATION and CHECK LIST

Make checks payable to:  
**Rock Springs Renewal Fund.**

*Incomplete applications will  
NOT be considered.*

- Artist Single Booth: \$25.00 Fee (10'x10') by June 14, \$50 after June 14th OR
- Artist Double Booth: \$50.00 Fee (10'x20'), \$100 after June 14th
- CD or thumb drive labeled** with your name and medium. • 1 Booth image. • 3 jpg images for art in each medium 1200 pixels on small side (*High resolution images work best for advertising.*)
- Signed and completed application form.** (Two pages.)
- Flash drives will be available for pick up the day of event.**
- Booth Requests:** Location or near another artist \_\_\_\_\_
- Request **Electricity** for \_\_\_\_\_  
Note: There is limited electrical access.
- Description of art items for sale:**  
Specify: functional or decorative clay, wearable/ clothing, jewelry: silver or beaded, watercolors, oils, weaving, etc.

# ARTIST INFORMATION

PLEASE print legibly.

Medium/Description \_\_\_\_\_  
\_\_\_\_\_

Artist Name \_\_\_\_\_

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

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip code \_\_\_\_\_

Phone # \_\_\_\_\_

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

Website /Social Media \_\_\_\_\_  
\_\_\_\_\_

I would like to share a booth with:

Name \_\_\_\_\_

Medium \_\_\_\_\_

- Application Enclosed     Sent Separately
- If the artist I wish to share with is not accepted,
  - I will     I will not show individually.

# GUIDELINES and PROCEDURES

ARTIST/VENDOR has read and understands the stated Guidelines and Procedures in this document and is bound by the terms and conditions outlined in them. ARTIST/VENDORS will sell only what is listed on this application. ARTIST/VENDORS are responsible for the quality and safety of what they sell. Vendor shall indemnify, defend, and hold harmless the Rock Springs ARTEMBER ART FESTIVAL and all agencies the Festival has agreements with, including the City of Rock Springs from and against any and all claims

and demands, whether for injuries to persons, or loss of life, or damage to property, on or off the premises, arising out of the use or occupancy of the premises by vendor and shall defend, at vendor's own expense, any action brought against the FESTIVAL and any of the above mentioned organizations or any other person or organization with which the Rock Springs ARTEMBER ART FESTIVAL has a contractual relationship by vendor's acts or omissions.

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## **INDEMNIFICATION & HOLD HARMLESS AGREEMENT**

THE ARTEMBER ARTIST/VENDOR PARTICIPANT NAMED BELOW SHALL INDEMNIFY and hold the City of Rock Springs and its elected officials, agents, employees, and/or volunteers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, loss, damages, or costs, of whatsoever kind or nature, (including but not limited to attorneys' fees and court costs) brought against Rock Springs arising out of, or in connection with, or incident to, the ARTIST/VENDOR PARTICIPANT'S, or the ARTIST/VENDOR PARTICIPANT'S agents, employees, officers, or volunteers) participation at the ROCK SPRINGS ARTEMBER ART FESTIVAL, and/or the ARTIST/VENDOR PARTICIPANT'S performance or failure to perform in a manner consistent with Rock Springs facility rules and regulations, following Rock Springs staff instructions, or any actions while at the Rock Springs ARTEMBER ART FESTIVAL; provided, however, that if such claims are caused by or result from the concurrent negligence of Rock Springs, its elected officials, agents, employees, and/or volunteers, this indemnity provisions shall be valid and enforceable only to the extent of the negligence of the ARTIST/VENDOR PARTICIPANT; and provided further, that nothing herein shall require the ARTIST/VENDOR PARTICIPANT to hold harmless or defend Rock Springs, its elected officials, agents, employees, and/or volunteers for damages or loss caused by Rock Springs sole negligence. No ARTIST/VENDOR PARTICIPANT is an employee, agent or volunteer of Rock Springs based on their Rock Springs ARTEMBER ART FESTIVAL participation. As independent contractors/vendors, ARTIST/VENDOR PARTICIPANTS are not entitled to compensation, workers' compensation, insurance or benefits from Rock Springs.

### **PHOTO/VIDEO RELEASE:**

I the undersigned ARTIST/VENDOR PARTICIPANT and/or any representative of my ROCK SPRINGS ARTEMBER ART FESTIVAL participation, give permission to have photos/video tapes taken without compensation to publish photographs or videos taken of my booth, my artwork and me during the Festival for purposes related to promotion of a future Festival.

### **ARTEMBER APPLICATION & REGULATIONS:**

I have read the ARTEMBER Application, Guidelines and Procedures and the Hold Harmless Agreement. My signature below indicates that I agree to abide by the guidelines and procedures of the Rock Springs ARTEMBER ART FESTIVAL, including those regarding set up & take down, sales & safety procedures and booth request/assignment procedures.

### **CANCELLATION POLICY & NON-ACCEPTANCE:**

I have read and agree to comply with the Rock Springs ARTEMBER ART FESTIVAL Cancellation Procedures and understand that if this application is not accepted, the booth fee will be returned.

***By signing below you have agreed to all rules, policies and regulations that will be in place for the 2024 Rock Springs ARTEMBER Art Festival.***

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_, 2024