

# 2022 Rules of Participation for A Fair in the Park (Revised 07/15/2020)

Please read and understand the rules of our show. These rules are to assure that our show runs smoothly for everyone. Acceptance and payment constitutes a commitment to AFIP and no refunds will be given. A \$35 fee is charged each time a check is returned by your bank. Images of artwork and a short bio/artist's statement will be posted on AFIP website and may be used for promotional purposes.

## Accepted Categories:

- Clay
- Fiber
- Glass
- Jewelry-precious (silver and gold)
- Jewelry-non precious
- Metal
- Mixed-Media
- Wood
- 2D Visual Arts (including but not limited to Photography, Etchings, Lithographs, Silkscreens and Paintings).
- Leather
- Each artist may exhibit work only in the medium for which they have been accepted. To exhibit work in more than one medium, an artist must submit four (4) images in each category of work, one **outdoor** booth shot image showing three (3) sides and include a \$25 application fee for each category. Only artists who have been accepted in the jewelry category may display or sell jewelry during AFIP. For example, a potter wishing to sell jewelry must apply in both the ceramic and the jewelry categories. This applies to members as well as non members.

## Insurance and Tax Liability:

- AFIP and The Craftsmen's Guild of Pittsburgh assumes no responsibility for loss or damage to work, or liability for any transaction or incident.
- Each applicant assumes complete responsibility for installing, protecting, handling, selling, and removing all exhibitions on a daily basis.
- Exhibitors are responsible for collection and payment of PA and City of Pittsburgh sales taxes. Sales tax for Allegheny County is 7%.

- Upon acceptance, artists must provide AFIP with an appropriate Certificate of Insurance, naming 'A Fair in the Park' as an additional insured pursuant to a general liability insurance policy that includes coverage for damages with a minimum coverage of \$500,000.
- Our parking policy will be strictly enforced. You must park your vehicle in the parking lot you are assigned to. Please note these lots are for Saturday and Sunday only; Friday you must park outside of the no parking zone on the map provided in your check-in packets. You will be required to provide your license plate number and make/model of the car that you will be using at AFIP on your acceptance form.

#### Booth and Set Up:

- All booths must be set up for the full length of A Fair in the Park (AFIP).
- Commercial grade white tents provided by the artist, 10x10 only.
- Booth fees are \$450.
- Electricity is not provided and generators are not permitted.
- All artwork must be confined within your 10x10 area, look attractive, professional and be kept clear of clutter. Boxes or containers should be stowed out of sight.
- 40-50 lb. tent weights are required to properly secure each leg. **Tent stakes are not permitted** per City Park regulations. Awnings should extend no more than 3 feet.
- All artist booths must be dismantled and removed from the park by 7:30 p.m. Sunday evening.
- Booth space layout is determined by the Fair Director and is final.

#### Vehicles:

- Vehicles are not permitted on the grounds of AFIP during show hours or on the grass if muddy.
- Vehicles are permitted on the paved walkways during load in and load out.
- No vehicles are allowed on the grounds until 30 minutes after the close of the festival.

#### Artist Work:

- All work must be conceived, designed, and executed by the participating artist.
- Exhibiting artists must be present for all three (3) days of the show.

- Artists cannot appoint others to operate their booth during the entire show even if it is a family member.
- The work shown in your booth should reflect the work submitted for jurying. Jury images will be compared by the Quality and Standards Committee to the work displayed in your booth to ensure consistency. **You may be asked to remove anything that does not comply.**
- Items that will NOT be accepted include work produced from kits, molds or commercial patterns. Also not accepted are buy-sell, mass produced items and crafts including but not limited to flower arrangements, soap, candles, origami or decoupage.
- Agents, dealers, production studios or vendors of commercial or mass produced items are not permitted.
- Photo mechanical (offset), giclee or other reproductions may not exceed 25% of the work offered for sale and must be clearly signed and numbered in such a way that leaves no doubt they are reproductions. This Rule applies solely to 2D artists. No other medium is permitted to sell mass produced, high-volume objects derived from their work including but not limited to notecards, postcards, calendars, posters, buttons or magnets.
- Only artists who have been accepted in the jewelry category may display or sell jewelry of any kind at AFIP.
- Sales, seconds or damaged artwork are not permitted.

#### Fair Conduct:

- The Craftsmen's Guild of Pittsburgh reserves the right to remove any artist that violates the rules of participation. The decision of the board is final and non-negotiable.
- Artists who fail to cooperate with the Fair Director or follow the rules of participation as set forth in this application will not be accepted into future AFIP shows.
- Artists are expected to act professionally toward fellow artists and patrons. Swearing, bullying, name calling and/or argumentative statements will be grounds for removal.
- Any concerns with outside vendors (food, music, sponsors) will be addressed to and by the Fair Director only.
- Exhibitors may not bring pets to AFIP. Only licensed service animals will be allowed.
- No drones are permitted during AFIP hours.
- Camping is **not** permitted per Pittsburgh City Park regulations.
- **NO SMOKING.** Smoking is not permitted per Pittsburgh City Park regulations.

- In the event the Board of Directors deems it necessary to close the Fair due to circumstances beyond our control, **it will be mandatory that all artists comply with the timeline determined to close down and load out without exception.** No refunds will be given.