

## Christmas in the Country 2011 Contract

### **Expectations / Artist working the show**

1. Artists shall pay a space reservation fee of \$175.00, and **new artists** a non-refundable jury fee of \$10.00 due at time of application to reserve space in the show. If two spaces are requested, please double the reservation fee; the jury fee remains at \$10.00 for new artists. Electricity is available for all artists, and all requests for electricity will be honored to the best of our ability at no extra charge. Please include separate checks for space reservation and jury fee, as the reservation check will be returned if not accepted into the show. Checks should be made payable to **Christmas in the Country**.

2. Jury: Please include 3 photos of artwork for jury and 1 of your display. Acceptable formats include actual photos, emailed digital photos, or photos on CD-ROM.

3. Artists will be assessed 15% of their gross sales during the show. In addition, each artist will be assessed the (4%) bank fee on credit/debit card sales.

4. Each item in the show must be marked with the artist's designated number we assign to you, and the price. All sales must go through the central checkout. No cash or checks may be exchanged on the sales floor during the operating times of the show. Artist numbers will be assigned after jury acceptance into the show. Returning artists will retain their same number as last year.

5. Artists will have items that are exclusive to Christmas in the Country and returning artists will have 20% of items new to the 2011 show...keeping the show fresh and vibrant is important! All items for the show must be juried. Non-juried items or items showing poor workmanship will be removed from the show floor at the directors discretion.

6. **Attendance at the pre-show meeting on Thursday is mandatory.** Important details of the show will be covered and this is an opportunity to meet the other exhibitors! Conflicts with the pre-show meeting time **must** be discussed with a director prior to the meeting day.

7. Artists must be available to work all the hours of the show, or make arrangements to have substitutes work during the show hours. The artist **must** inform their substitute of work responsibilities. Since this is both a boutique and booth show, artists are expected to work in areas of sales, tea and cookie server, security, ticket sales, greeting, checkout, or assistant to checkout. Every effort will be made to schedule artist work assignments in areas of expertise or preference. Work assignments will be short and flexed so that time is also available for artists to directly sell their work on the sales floor. It is expected that sales floor workers will also be promoting sales for neighboring artists who are working elsewhere. **Artists who refuse work assignments and/or who do not provide substitutes will be assessed the consignment commission of 30%, and possibly jeopardize participation in future shows.**

8. Restocking is the artist's sole responsibility and must be completed by 9:30 AM on Friday and Saturday, and by 10:30 AM on Sunday. Artists will be on the show floor and at work stations until the final customers have exited the checkout area at the end of the day.

9. Teardown: All artists will remain on the show floor / at work stations AND WILL NOT BEGIN TEARDOWN UNTIL GIVEN THE SIGNAL BY THE SHOW DIRECTORS. All potential customers must be past the last booth area prior to teardown. Artists who violate this part of the contract will not be asked back to the show in the future.

10. Artist cancellation policy:

**Cancellation prior to August 1st:** full refund of entry fee.

**Cancellation after August 1st:** one-half of entry fee.

**Cancellation after November 1:** NO REFUND

The undersigned Artist Exhibitor shall be solely responsible for his/her own insurance coverage and shall agree to indemnify, defend and hold Christmas in the Country, Cedar Creek Settlement and Winery, and Wisconsin Museum of Quilts and Fiber Arts harmless from and against any and all loss involving Exhibitor and Exhibitor's property or bodily harm.

I have read, understand, and agree to the above contract details.

### **Artist Information**

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

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Specific Description of Art to be displayed \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Signature \_\_\_\_\_

**Don't forget to make a copy for your records!**

**Mail entry forms to : Mary Quisno/Christmas In The Country  
5637 N. Argyle Ave.  
Glendale, WI 53209**

**Questions concerning forms or show, please contact: Mary Quisno at: 414-352-5655  
Email: Mquisno@aol.com**