

Exhibitor Policy

The following policy changes will be continued for 2019:

1. FOR RETURNING ARTISTS: Your completed online Registration with online payment or mailed payment must be submitted between August 01, 2018 and the November 15, 2018 deadline. All payments will be registered by the postmark date. Any returning entries received after November 15, 2018 will be held in order of receipt until the New Artist Applications have been juried. Requests for additional booth space emailed to pelhamartfest@gmail.com will be held on a wait list until the New Artist Applications have been juried. Entries of Returning Artists, who participated in past Festivals, including not participating in the last year, will be held on a waiting list in order of receipt until the New Artist Applications have been juried.
2. FOR NEW ARTISTS: Your completed online Application, the Jury submission, and mailed or e-transfer payment **for your single booth** only must be submitted by the January 15, 2019 deadline. Your application will be registered by the postmark date. Application after the deadline will not be accepted.
3. After January 15, 2019, Returning Artists who did not submit their forms and payments by November 15, 2018 will be accepted into the show provided there is available space. Once the booths are filled a wait list will be created and artists will be called when an opening for their art is available.
4. Returning Artist Registration payment can be made online or by mail to the Pelham Art Festival Registrar Committee, Box 1191, Fonthill ON L0S 1E0. New Artist Application can now be made online with payment made by mailing the Pelham Art Festival Registrar Committee, Box 1191, Fonthill ON L0S 1E0.
5. Double, Corner, and 3 Panel Extended booths vs. Single booths: Although there is a growing demand for additional booth space, in reality there are a limited number of booth spaces. The 2019 Festival Committee reserves the right to jury all artists who have and are requesting additional booth space to assess the applicant's need for displaying their work in an additional space. Given the wish to include as many artists as possible for the 2019 Festival, we ask that artists who have had Double, Corner, and 3 Panel Extended booths for many years please consider whether a Single Booth may meet their needs.
NB: Double, Corner, and 3 Panel Extended Booths **are not available to New Artist Applicants**. Double, Corner, or 3 Panel Extended Booths **are not available to Returning Artists** without having had a prior Double, Corner, or 3 Panel Extended Booth. To request booth space or location change, please email the Artist Registrar Committee at pelhamartfest@gmail.com.
6. Since the Festival is a fundraising event, the Festival Committee reserves the right to jury Returning Artists who consistently experience little to no sales to offer opportunity for New Artists to display and sell their work. In such an event, the request to return will be held on a wait list in order of receipt after the New Artist Applications have been juried on January 15, 2019.
7. The Pelham Art Festival requires that 80% of the artwork on display be original and 20% can be reproductions such as giclée or limited edition prints. Artists may replace original art or prints as needed. To keep the booths current, your original artworks should have been completed within the last three years.
8. A 15% Commission on Total Sales (excluding taxes) in cash or by cheque is accepted at the conclusion of the show at 5:00 PM on Sunday. If an artwork is sold after the show as a result of contact made with the buyer at the show, the Festival Committee requests the 15% commission be forwarded to the Treasurer.
9. If an artist wishes to cancel their application for any reason, the Pelham Art Festival requires written notification on or before April 15, 2019 so a full refund can be made to you. If the request for cancellation is made less than three weeks before the show every effort will be made to fill the space with an artist from the wait list and a refund will be issued to you if the booth can be filled.

Exhibitor Guidelines

- 80% of display must be original artwork (including artisan ceramics, pottery, jewellery, glass, fabric, wood, or sculpture) completed within the last three years for display and for sale.
- "Original artwork painting" means two-dimensional original artwork conceived and created by the artist. Two-dimensional means that mixed media cannot exceed an inch in depth on paper, board, or canvas. "Original" also means that if a painting is based on photos, the photos were taken by the artist.
- "Traditional media" meaning: oil, oil pastel, soft pastel, charcoal, graphite, ink, watercolour, casein, gouache, encaustic, acrylic, mixed media (all water media or oil based media); silver or other metal point; collage, mixed media collage; dye, wax and other crayons on canvas, paper, handmade paper, fabric, or board; fine art photography; printmaking (etching, mezzotint, lithography, woodcut, monotype, mono print, aquatint).
- Only 20% reproductions are allowed. High quality reproductions, giclée and limited edition reproduction prints are acceptable in your booth, though only one of each may be hung or displayed in your booth at a time, while additional reproductions can be available from a designated space/box/etc. in your booth. A reproduction is defined as "a photomechanical copy of a one-of-a kind work of art conceived by the artist. Numbering and signing a mechanical reproduction does not change its essence; it is still a reproduction.
- Artists select and enter into one media category and one subcategory (if applicable).
- Artists are only permitted to include that medium(s) which has been approved by the jury.
- Artists are required to be on site for all days and hours of operation.
- **Festival staff assigns booths, provides required Pelham Art Festival artwork label tags, artist and assistant name badges, and booth signage. Please use the booth signage. Artwork label tags to print on business card sheets are available by emailing pelhamartfest@gmail.com.**
- Artists of Two dimension artwork are provided with a minimum of two pegboard panels 8' wide by 6' high hanging horizontally, an 8' x 8' booth. **Please include your own small table and a comfortable chair within your allotted booth space.**
- **Professionally done artist name signs are allowed in a booth on display boards with a restricted size of 16" x 20".**
- **A small table display with your information, your art cards, your published book, a portfolio of unframed artwork, and small floor easels are acceptable provided they are in your allotted booth space.**
- **Exhibitors' own boards, wire racks, floor stands with cards, or advertising on display boards are not allowed. Reproductions such as postcards, T-shirts or posters, and work created from assembly kits or manufactured items will not be considered nor allowed on display.**
- **Please note the booth pegboard panels are 1/4" thick and the holes 1/4" in diameter, requiring 1/4" pegboard hooks. "S" hooks may also be used. Please inquire at your local hardware stores, or online at Uline.ca to order from their Brampton warehouse. Pegboard panel hooks examples are available for download in the pelhamartfestival.com Menu – Artists-Exhibitor Policy & Guidelines-**Booth Info 2019**.**
- Artists of Three-dimensional works will require display bases.
- **All artists must provide their own lighting.** The arena overhead lights will not be on. Access to our central lighting is available. Please bring a 100' 3 prong plug extension to access the central lighting, and a step-ladder to place lights on boards. Each booth is limited to 300 watts, i.e., 2 fixtures with 60-75 watts per panel. **Please consider using LED bulbs for a cool light option.** Please be considerate of your artist neighbours and the booth walls you share with them when installing your lighting system. **New Lighting purchase suggestions are available for download** in the pelhamartfestival.com Menu – Artists-Exhibitor Policy & Guidelines-**Booth Info 2019**.
- Exhibitors are required to ensure that displays do not obstruct the general view of neighbouring exhibitors or aisles due to fire regulations.
- Artists are required to provide their own insurance, if the artist chooses to carry it,, conduct themselves in a professional manner and follow all rules and regulations outlined in the contract and other literature.
- Security is provided Friday and Saturday night. All liability is the responsibility of the exhibitor. The Pelham Art Festival Inc assumes no responsibility for loss or damage to any property of the exhibitor.
- Any space not claimed and occupied for which no special arrangements have been made prior to 4pm Friday, May 11, may be resold or reassigned by show management without obligation on the part of the Pelham Art Festival INC to reimburse the exhibitor.
- No exhibitor may sublet any portion of his or her booth space to another artist.