



Art in the Park

46th Annual Art in the Park Arts & Craft Festival Loveland, Colorado

Sponsored by Thompson Valley Art League, a 501 c (3) Non Profit Organization, in cooperation with the City of Loveland Department of Parks and Recreation

Show Dates: August 7& 8, 2010
Time: Saturday 10 AM to 5 PM - Sunday 9:30 AM to 4 PM
Place: North Lake Park: 2800 N Taft Ave. & 29th St.
Entry Fee: \$215 for Single (12'x12') space, \$415 for Double (12'x24') space; pay by VISA, Master Card, check, money order, certified check or cash
Deadline: July 26, 2010; call for space availability after this date.

Space assignments will be processed in the order they are received and space availability

For more information contact:
Thompson Valley Art League / Lincoln Gallery
429 N. Lincoln Ave. PO Box 1055
Loveland, CO 80539

Phone: (970) 663-2407 Email; lincolngallery@qwestoffice.net www.lincolngallery.com

Business Hours Monday - Friday 11 AM to 5 PM Saturday 11 AM to 4 PM

The Event:

- Date & Time: Saturday, August 7 - 10:00 AM to 5:00 PM Sunday, August 8 - 9:30 AM to 4 PM
- Place: North Lake Park: 2800 North Taft Avenue and 29th Street (see maps on page 3)
- Entry Fee: \$215 for each 12' x 12' craft space, \$415 for each 12' x 24' space. Pay by Visa, MasterCard, check, money order or cash. Spaces assigned as they are received and by availability. Spaces are not sold for one day only.
- Confirmation: A Registration Receipt with your assigned space will be returned as confirmation of your acceptance for the event.
- Set up Times: Friday, August 6 from 9AM to 7PM & Saturday, August 7 from 6AM to 9AM.
- Entry Deadline: July 26, 2010: space may be available, reservations after this date will be by credit card, cash or money order.

To remain competitive in the events market we strive to provide a balanced, unique and quality event for the general public. Selection of artists and works are the discretion of TVAL or representatives. Commercial, imported or massed produced items purchased for resale are discouraged unless exhibitor created or designed the works. Jewelry may be limited to 35 artists. Authenticity of items may be requested in the selection process otherwise it shall be deemed original by the displaying artist.

What You Need to Do:

1. A good description of items to be sold is helpful in our promotions as well as helping the public locate you during the show. Complete the Application Form selecting space number (s), giving 1st, 2nd, 3rd or additional choices (See map page 6).
2. Make checks, money order or certified checks payable to TVAL. Phone verification will be used for credit card payment.
3. Send one to three photos with a **#10 or larger SASE** for return of Receipt & Photos. Otherwise photos will be returned in the registration packet on August 6th & 7th, non-returnable after August 8th, 2010.
4. ***Sampling of consumable products; soup mixes, dips, herbs, vinegars, jellies etc. in Craft area is allowed if guidelines are met for serving and maintaining products according to County & State Health Department regulations. A current food license, proof of liability insurance, name, address & phone number of a commissary or certified kitchen must accompany our application. Vendors may not sell craft items and consumable products from the same space.***
5. Participants will setup and maintain booths with their own equipment and materials. Arrangements for booth sitting (breaks) will be available at the TVAL information table at check in. Individuals needing assistance will be accommodated as personnel allows.

Important Tax Information:

- **A 6.7% sales tax is required to be collected on all sales during the event.**
- Each artist is responsible for obtaining a **Special Events or Multiple Event Sales Tax License** for the event from the State of Colorado. This aids in routing of collected sale tax to the appropriate entities. Contact the Colo. Dept. of Revenue at 303-866-5643, 970-494-9805 or www.taxcolorado.com.
- At registration you will receive an information packet, which includes a sales tax remittance form for the City of Loveland only.
- Artisans must remit appropriate sales tax amounts to the City of Loveland, State of Colo. and Larimer County tax administration offices. Returns due by the 20th day following the month of the sale
- TVAL is required to submit a participating vendor list from the event to the: City of Loveland Sales Tax Administration and the Colorado Dept. of Revenue.

Rules and Regulations

- Participants must remain both days and until closing of the show at 4 PM on Sunday August 8. Unless deemed an emergency, early departure will result in forfeiture of future consideration in this event. TVAL personnel will regulate traffic flow for unloading/loading of participants during the event. Our volunteers will coordinate efforts with the exhibitors as quickly & safely as possible.
- Parking is not allowed in areas that are roped, coned or marked with special signage. Yellow paint on the curbs are fire lanes and parking is not allowed unless directed by TVAL staff. To avoid towing charges after unloading items at the curbs, staff will direct exhibitors to available parking spaces **within the park.** Information on outlying parking and public shuttle service at designated areas will be available at the TVAL information booth.
- Motor homes, large vehicles, trailers etc. will be directed to designated areas in the park. Back and unhook trailers in spaces do not park on or across lines. Allow room for others to unload & load as well as park. Outlying parking may be suggested for oversized vehicles. No electrical hookups available.
- Vendor displays must be contained within the marked boundaries of the park to facilitate foot traffic through the show.
- **No posts or stakes can be driven into the ground over 8 inches or obstruct walk ways and aisles.**
- Report any suspicious behavior and remove cash boxes at closing.
- Security is provided in craft area the nights of August 6 & 7.

50% REFUND UNTIL JUNE 30, 2010 NO REFUNDS AFTER JUNE 30, 2010 NO RAIN DATE NO SALE OR DISCOUNT SIGNS NO PETS PLEASE

2010 ARTS & CRAFTS FESTIVAL IN THE PARK APPLICATION FORM

First Name _____ Last Name _____

Business Name _____

Address _____ City _____

State _____ Zip _____ Email address _____

Home Ph. _____ Work Ph. _____ Cell _____

Vehicle License # _____ Trailer # _____ State _____
(vehicle that will be brought to the event - including trailers)

Sampling of consumable products; soup mixes, dips, herbs, vinegars, jellies etc. in Craft area is allowed if guidelines are met for serving and maintaining products according to County & State Health Department regulations. A current food license, proof of liability insurance, name, address & phone number of a commissary or certified kitchen must accompany our application. Vendors may not sell craft items and consumable products from the same space.

Description of art, craft or items to be displayed for sale _____

\$215 for 12' x 12' space \$415 for 12' x 24' adjoining spaces. Payable by check, VISA , MasterCard, money order or cash
Tents or canopies larger than 12'x12' require a double space. Electricity not available in craft area.

Space choice (see map page 6) First _____ Second _____ Third _____ Others _____

Spaces required? _____ Amount _____ Check # _____ VISA/MC (Circle one) Card Exp. Date _____
(Phone verification will be used for credit card transactions after this application is received.)

Do you need Disability Parking and/or assistance? Please indicate (X). Yes ___ No ___ Explain needs: _____

Last year 42 participants donated items to TVAL raising awareness of their artwork both days of the event. Items were displayed in a prominent location in a Silent Auction Format, sale proceeds directly benefiting TVAL. Staff directed inquiries to the appropriate artist and booth location during the show. Donation investment by you help cover a small portion of promotional costs for this event. We will again accept items at auction and promotional purposes during the show. If interested check here _____, your donations are appreciated and will be collected Friday afternoon and Saturday morning.

- **A 6.7% sales tax is required to be collected on all sales during the event.** Each artist is responsible for obtaining a **Special Events or Multiple Event Sales Tax License** from the State of Colorado. This will aid in appropriating the events sale tax to the proper entities after the event. Contact the Colo. Dept. of Revenue at 303-866-5643, 970-494-9805 or www.taxcolorado.com.
- At registration you will receive an information packet, which includes a sales tax remittance form for the City of Loveland only. Artisans must remit appropriate sales tax amounts to the City of Loveland, State of Colo. and Larimer County tax administration offices. Returns due by the 20th day following the month of the sale. TVAL is required to submit a participating vendor list from the event to the: City of Loveland Sales Tax Administration and the Colorado Dept. of Revenue.
- Include one to three photos of work to be displayed at the show, marked clearly for identification. Enclose a # 10 or larger self-addressed stamped envelope for return of your Registration Receipt. Photos will be returned with receipt or at registration August 6 or 7, non-returnable after Aug 8.

• Send this form and fee to; TVAL PO Box 1055 Loveland, Co 80539 or Lincoln Gallery, 429 N. Lincoln Ave, Loveland Co 80537

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I have read and agree to the information provided in this prospectus and will abide by written or verbal instructions as set forth by TVAL or its representatives for this event.

Entry Deadline is July 26, 2010 Signature _____ Date _____

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North Lake Park
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