



# Art in the Park

## 48th 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 11& 12, 2012  
**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:** \$200 for each space purchased by February 20, 2012

\$215 for Single (12'x12') space, \$415 for Double (12'x24') space; pay by VISA, Master Card, Discover, check, money order, certified check or cash

**Deadline:** August 1, 2012; 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](mailto:lincolngallery@qwestoffice.net)

**www.lincolngallery.com**

## The Event:

- Date & Time: Saturday, August 11 - 10:00 AM to 5:00 PM Sunday, August 12 - 9:30 AM to 4 PM
- Place: North Lake Park: 2800 North Taft Avenue and 29th Street (see maps on page 3)
- Entry Fee: \$200 for each space paid by February 20, 2012. Otherwise \$215 for each 12' x 12' craft space, \$415 for each 12' x 24' space. Pay by Visa, MasterCard, Discover, 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 12 from 9AM to 7PM & Saturday, August 13 from 6AM to 9AM.
- Entry Deadline: **August 1, 2011**: call as spaces may be available after this date, but payment 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. Handmade and Original Artworks are preferred. 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. An accurate description of items to be sold is helpful for our promotions, helping the public locate you and placement in the event. 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 10th & 11th, non-returnable after August 12th, 2012.
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](http://www.taxcolorado.com).
- At registration you will receive an information packet, which includes a sales tax remittance form for the City of Loveland only.
- 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.
- 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 20<sup>th</sup> day following the month of the sale

### Rules and Regulations

- Participants must remain both days and until closing of the show at 4 PM on Sunday August 12. 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.**
- Security is provided in craft area the nights of August 10 & 11. Report suspicious behavior and remove cash boxes at closing.

2012 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 from the space.

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

\$200 for spaces purchased by February 20, 2012. Otherwise \$215 for 12' x 12' space \$415 for 12' x 24' adjoining spaces.  
Payable by, VISA, MC, Discover, check, 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-Discover (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: \_\_\_\_\_

**In past years, many participants donated items to TVAL for a Silent Auction raising awareness of their artwork and promoting the artists during the event. Items are displayed at a prominent location and TVAL staff direct inquiries to the appropriate booth location during the show. We will again accept items for auction Friday afternoon and Saturday morning, your donations are greatly appreciated. If interested check here \_\_\_\_\_.**

- **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 aids in appropriating City of Loveland, Larimer County and State sales taxes. 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 20<sup>th</sup> 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 10 or 11, non-returnable after Aug 12.
- Send this form and fee to; TVAL PO Box 1055 Loveland, Co 80539 or Lincoln Gallery, 429 N. Lincoln Ave, Loveland Co 80537

**50% REFUND UNTIL JUNE 15, 2012 NO REFUNDS AFTER JUNE 15, 2012 NO RAIN DATE NO PETS PLEASE NO SALE OR DISCOUNT SIGNS**

**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 August 1, 2012** Signature \_\_\_\_\_ Date \_\_\_\_\_

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48th Annual Arts & Crafts Festival in the Park*



*2012*  
*Art In the Park*

*August 11 & 12, 2012  
North Lake Park  
Loveland, Colorado*