

# Phelps Mill Festival



**July 8 & 9, 2017**

**Phelps Mill County Park, Underwood, MN**

**Saturday 9:30 – 5:00 Sunday 9:30 – 4:00**

**Sponsored by Phelps Mill Country**

**[www.PhelpsMillFestival.com](http://www.PhelpsMillFestival.com)**

*With a continuing focus on fine arts and fine crafts, this unique, successful event blends entertainment, food and an inspirational setting. With the century-old mill and river in the background, this park makes a perfect spot for the area's largest art event of the year.*

**ELIGIBILITY** – Only original work handmade by the artist is eligible for the show and sale, including authors. No molds, kits, ceramics from molds, food items, etc. No items contracted out and/or made by someone else and/or resale items. Limited editions must be signed, numbered and many not constitute more than 20% of display. Failure to return on Sunday will result in ineligibility for future Festivals. Only the media represented in your application photos and approved may be sold. Failure to comply may result in removal of items, or in some instances, to leave with no refund.

**MEDIA CATEGORIES** – Media categories are listed on the application.

**BOOTH AND ENTRY FEES** – *No jury fee as of 2014.* **Vendors are now able to purchase 3 booth spaces.** Space fees – 10 x 10 is \$170; 10 x 15 is \$255; 10 x 20 is \$340 and 10 x 30 is \$510. Limit of 3 spaces and spaces are not transferable. Entry fee will be cashed when accepted and nonrefundable. If applicant is not accepted, registration will be returned. No refund given once notified of acceptance but written notice of cancellation is still required to keep in good standing for future Festivals.

**SET-UP, UNLOADING AND PARKING** – Registration and set-up will be FRIDAY, 5:00 P.M. TO 7:30 P.M AND SATURDAY, 6:00 A.M. TO 9:00 A.M. Exhibitors shall provide their own display, including tables and chairs. Exhibitor parking is by permit in the designated area. Security is provided for Friday and Saturday night. Items left in your booth will be at your discretion. Phelps Mill Country does not assume responsibility for losses. Details and additional information will be sent in the confirmation letter.

**ARTIST IMAGES** – **All applicants must submit 4-6 digital images loaded on a CD.** **New applicants must submit a digital image of their booth.** Images must be in JPEG format. SLIDES WILL NO LONGER BE ACCEPTED. Mail your application and CD in an envelope with sufficient postage. **You must include a Self-Addressed/Stamped Envelope with your application.** If you would like your CD returned, please be sure your return envelope will accommodate the size of your CD. Your name must be on your CD.

**DEADLINE** – Applications must be postmarked by March 1, 2017 in order to be considered. Notice of acceptance or rejection will be mailed out no later than April 1, 2017.

**REVIEW COMMITTEE** – Selections will be made on the basis of artistic merit, originality, creativity and craftsmanship. The entry should show the best of your work. Decisions made by the review committee will be considered final.

**INSURANCE AND TAX REQUIREMENTS** – The Festival requires each exhibitor to carry \$1 million general liability coverage. A group policy is available to all artists accepted into the Festival for purchase and more information will be available in the acceptance letter. All exhibitors must also fill out an ST-19 Operator Compliance form for MN state sales tax identification.

**CONTACT INFORMATION** – Ken Martin, Festival Manager, 2438 330<sup>th</sup> Ave, Rothsay, MN 56579 Phone: 218-867-2285 e-mail: [pmfdirector@gmail.com](mailto:pmfdirector@gmail.com) (e-mail is preferred) or [pmfassistant@gmail.com](mailto:pmfassistant@gmail.com) -- web-site: [www.PhelpsMillFestival.com](http://www.PhelpsMillFestival.com) -- Like us on Facebook to get up-to-the-minute details for the Festival.

## **Review of Important Information:**

Application Deadline: March 1<sup>st</sup>; Return application to remain on the mailing list; Make checks payable to Phelps Mill Festival; Sufficient postage required and use padded envelope for application and return envelope; Incomplete application will be returned and not processed; Rain or shine – no alternative date or site; Letters of acceptance or rejection will be mailed before April 1<sup>st</sup>.

**HELP US OUT AND WE'LL HELP YOU OUT!!** We love and appreciate our artists that come to us year after year but we'd also like to enhance our show with some great new artists. Who can help us better than those of you that are out there weekend after weekend? If you are a returning artist, please recommend our show to your artist friends and if they are accepted and become part of our festival, we'll give you \$50 off next year's application fee. Simply give them our web-site [www.PhelpsMillFestival.com](http://www.PhelpsMillFestival.com) to download this application and ask that they include your name on their application as their referral.



**ARTIST APPLICATION**  
**MUST BE POSTMARKED BY MARCH 1<sup>st</sup>**  
 Mail to: Ken Martin, Festival Manager,  
 2438 330<sup>th</sup> Ave.  
 Rothsay, MN 56579

**OFFICE USE ONLY:**

SALES TAX \_\_\_\_\_  
 VENDOR POLICY \_\_\_\_\_  
 INSURANCE POLICY \_\_\_\_\_  
 SPECIAL NEEDS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_ I CANNOT ATTEND BUT WOULD LIKE TO REMAIN ON THE MAILING LIST

Artist Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Would you prefer to be listed by your name or business: \_\_\_\_ Name \_\_\_\_ Business

Previous Exhibitor? \_\_\_\_ Yes \_\_\_\_ No If you are a new exhibitor, did one of our previous exhibitors recommend this show to you? If so, please provide their name \_\_\_\_\_

Describe your work in **ONLY 2 to 6 words** (for printed material) \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_ MN Sale Tax Number: \_\_\_\_\_

Emergency Name and Contact Phone: \_\_\_\_\_

Describe work to be displayed: \_\_\_\_\_

Special Needs/Requests \_\_\_\_\_

**SELECT YOUR MEDIA CATEGORY – IF YOU CHOOSE MORE THAN ONE CATEGORY, PLEASE INCLUDE % OF EACH MEDIA CATEGORY PRODUCT THAT YOU WILL BE SELLING IN YOUR BOOTH:**

**FINE ART CATEGORIES:**

- |                               |                                   |                                 |                    |
|-------------------------------|-----------------------------------|---------------------------------|--------------------|
| ____ 1.1 Paintings & Drawings | ____ 1.2 Pottery & Other Ceramics | ____ 1.3 Photography            | ____ 1.4 Sculpture |
| ____ 1.5 Fine Jewelry         | ____ 1.6 Calligraphy              | ____ 2.1 Basketry               | ____ 2.2 Carving   |
| ____ 2.3 Glass                | ____ 2.4 Folk Painting            | ____ 2.5 Batik                  | ____ 2.6 Leather   |
| ____ 2.7 Polymer Clay         | ____ 2.8 Other Art Form _____     | ____ 2.9 Mixed Media – Fine Art |                    |

**FINE CRAFT CATEGORIES:**

- |   |   |                             |
|---|---|-----------------------------|
| ____ 3.1 Spinning & Weaving               | ____ 3.2 Rugs                           | ____ 3.3 Other Textiles     |
| ____ 4.1 Metal – Blacksmithing            | ____ 4.2 Metal - Other                  |                             |
| ____ 5.1 Wood - Furniture                 | ____ 5.2 Wood – Toys                    | ____ 5.3 Wood - Accessories |
| ____ 5.4 Wood - Other (Misc. - painted)   |   |                             |
| ____ 6 Misc. Fine Crafts                  | ____ 7 Floral Arrangements              | ____ 8 Jewelry              |
| ____ 9.1 Apparel – Enhanced               | ____ 9.2 Apparel - Other                |                             |
| ____ 10.1 Knitting & Crocheting           | ____ 10.2 Hardanger, Embroidery & Other |                             |
| ____ 11.4 Stitchery-Stuffed Animals/Dolls | ____ 11.5 Stitchery - Doll Clothes      | ____ 11.6 Stitchery - Other |
| ____ 12.1 Soaps & Lotions                 | ____ 12.2 Mixed Media (List) _____      |                             |
| ____ 13 Authors & Books                   |   |                             |

SPACE: \_\_\_\_ \$170 FOR 10 X 10 SPACE \_\_\_\_ \$255 FOR 10 X 15 SPACE \_\_\_\_ \$340 FOR 10 X 20 SPACE \_\_\_\_ \$510 for 10 x 30 SPACE

**Make checks payable to Phelps Mill Country.**

Remember to include your images on a CD in JPEG format (4 to 6 images). **YOU MUST INCLUDE A SELF-ADDRESSED-STAMPED-ENVELOPE WITH YOUR APPLICATION. IT NEEDS TO BE EITHER A BUSINESS-SIZED ENVELOPE OR LARGE ENOUGH TO ACCOMMODATE YOUR CD, IF YOU WANT IT BACK AND SUFFICIENT RETURN POSTAGE.**

I have read the application policies and the rules outlined in this Application and by signing this agree to abide by the rules and regulations of the Festival, understanding that failing to do so may result in my being asked to leave the Show, without refund, and that I may not be eligible for future Festivals. I further agree to indemnify and hold harmless PHELPS MILL COUNTRY and Otter Tail County for any losses, claims, or liability that may arise as a result of my entry in the Show.

SIGNATURE