

# 43rd Annual Capital A'Fair Bismarck, ND

## Calendar

**April 1, 2017**

Application Postmark Deadline

**April 28, 2017**

Notification of juror's decisions mailed  
Registration checks cashed

**Friday, August 4, 2017**

Site opens for exhibitor setup, 6 pm

**Saturday, August 5, 2017**

Festival Hours: 10 am - 6 pm

**Sunday, August 6, 2017**

Festival Hours: 10 am - 4 pm



The 43rd annual Capital A'Fair is one of the area's largest summer art fairs. It features over 130 artisans from across the country and attracts thousands of local and regional visitors. Music, great food, performing arts groups, antique car show, and children's activities contribute to the festive mood. The setting is the beautiful Capitol grounds of North Dakota. Capital A'Fair proceeds benefit Bismarck Art & Galleries Association, a non-profit visual arts center. To best ensure the financial success of our artists, we limit the number of accepted applicants.

## **Fees - \$160**

Enclose a fee of \$160 for each booth payable to Bismarck Art & Galleries Association. The fee will be refunded if applicant is not selected to exhibit.

Booth Fees Include:

- Space Rental  
(approx. 10' deep x12' wide)
- Listing in Brochure
- Promotional Material
- Regional Advertising
- Exhibitor's amenities

## **Eligibility**

**ONLY HANDCRAFTED WORK BY THE SELLING ARTIST IS ACCEPTABLE. NO IMPORTS. NO BUY/SELL ITEMS.**

**Participation is open to all artists/crafters who exhibit work of original concept, design, and execution.**

## **Application Procedure**

- Complete the enclosed application. Returning 2016 vendors will have first choice on location.
- Enclose a check for booth fee(s) \$160 per booth payable to Bismarck Art & Galleries Association. **All checks from accepted vendors will be deposited on April 28, 2017. There will be no refunds for cancellations after May 1, 2017**

## **Jury Process**

**To ensure high standards for our vendors, a panel of qualified jurors will judge applicants on originality, craftsmanship, salability and display. We do not have a quota system and we reserve the right to balance categories.**

Images of your work must be sent to BAGA for jurying. Jurying will no longer be done by slides. **Returning vendors from 2016 do NOT need to submit images.**

- Please email 2 digital images in jpg format of your work to BAGA or copied to a CD and mailed with your application. Photographs of your work will be accepted, but artwork/craft photographs **must** be of high quality, shot close-up to show your product clearly.
- Photographs/CD's will not be returned. Acceptance letters will be mailed by April 28, 2017.
- Photographs must accurately represent the body of the artists' work to be exhibited.
- **Email:**  
**[baga@midconetwork.com](mailto:baga@midconetwork.com)**
- **Mail to:**  
BAGA-Capital A'Fair  
422 E. Front Ave.  
Bismarck, ND 58504
- **Do not send samples, resumes, biographical material or other items with your application.**

## **Rules**

- A completed submission form indicates artist's permission to allow the Bismarck Art & Galleries Association to use pictures and information that includes the artist and/or his/her work for Capital A'Fair promotional purposes. Artist's permission does not waive any copyrights or performance rights which may protect work.

- **Booth locations, parking assignments and check-in times will be mailed to artists in July.**
- Booth space is non-transferable. Booths are on a concrete driveway around the Capitol courtyard. **No stakes or anchor screws are allowed in the grass because of underground sprinklers.**
- There is no electricity available for booths so cash registers, credit card machines, etc., must be manual. Small stand-alone generators are permitted.
- Artists must provide their own display units, tables, chairs, canopies, and wind weights. **Wind weights are very necessary!**
- Only artists selling their own work will be eligible to participate.
- Exhibitors are responsible for collecting and reporting their own sales tax.
- Booths must stay open for the duration of fair hours.
- The Bismarck Art & Galleries Association assumes no liability in case of loss or damage to artwork.
- Artists must provide a general liability insurance policy of \$500,000 and must list Bismarck Art & Galleries Association as additional insured. All insurance papers must be received by the BAGA office by July 14, 2017.
- By submitting a completed application form, artists agree to abide by all the rules of Capital A'Fair.
- Vendors with small children must supervise children at all times!

## Services

- Artists will receive a Hospitality Packet that includes drink coupons, a food court menu and other information at check-in.
- Security will be provided from Friday at 8 pm until Sunday at 4 pm.
- Restrooms & parking are provided during the event.
- Orange juice, coffee and breakfast bars will be provided on Saturday and Sunday morning.

## Application Checklist

- \_\_\_ Completed Application Form
- \_\_\_ **2 Pictures or CD of your work from 2016 - unless you are a returning vendor from 2016 Capital A'Fair (digital or photograph)**
- \_\_\_ **General Liability Insurance Paper**
- \_\_\_ **\$160 Check Payable to: Bismarck Art & Galleries Association**
- \_\_\_ **Signature on application**

## Best of Show Award

Each year, one Capital A'Fair participant is selected for the Best of Show Award. The award is based on best booth design and product presentation. An independent juror will select his or her choice on Saturday morning. A \$50 cash award and certificate will be presented on Saturday afternoon to the winner of Best of Show.

Past winners include:

- 2005: Darren Olson Photography, Minneapolis, MN
- 2006: Brad Bachmeier Pottery, Fargo, ND
- 2007: Robin Reynolds - Dakota Clayworks, Hebron, ND
- 2008: Larry & Debbie Riebesell - Expressions by LDR, Kansas, MO
- 2009: Melissa Carroll & Gary Rowley - Earth Elements, Harrod, SD
- 2010: Leroy E. Von Glan, Norfolk, NE
- 2011: Dennis & Jill Hendrix - Wyoming Silvers, Upton, WY
- 2012: Dale Cook - Fargo, ND
- 2013: Let Your Spirit Soar, Fargo, ND
- 2014: Bison Booties, Mandan, ND
- 2015: Ulmerstoneware, Frazee, MN
- 2016: Fire Rocks, Duluth, MN

## Chalk Art

BAGA is seeking experienced artists who will complete a work of art in chalk on an approximately 10' x 10' sidewalk square during Capital A'Fair 2017. Contact the gallery for more information. A cash prize will be awarded to the best chalk drawing. For registration form contact:

Bismarck Art & Galleries Association  
422 E. Front Ave.  
Bismarck, ND 58504  
Phone: 701-223-5986 fax: 701-223-8960

E-mail: [baga@midconetwork.com](mailto:baga@midconetwork.com)

Find us on the web! [www.bismarck-art.org](http://www.bismarck-art.org)

2017

# 43rd Capital A'Fair

For Office Use Only

Check # \_\_\_\_\_

Amount \_\_\_\_\_

# of Booths \_\_\_\_\_

Insurance \_\_\_\_\_

**APPLICATION MUST BE POSTMARKED NO LATER THAN APRIL 1, 2017**

**PLEASE PRINT**

Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Number of Booths: \_\_\_\_\_

Email (required): \_\_\_\_\_

Any special needs: \_\_\_\_\_

I am entering Capital A'Fair in the following category. Check only **one** category.

1. Painting

5. Glass/Porcelain

9. Florals

2. Pottery/Ceramics

6. Woodwork

10. Graphics/Photography

3. Sculptures

7. Furniture

11. Textiles (Includes Clothing, Textile Crafts & Arts)

4. Jewelry

8. Natural/Foods

Use your most predominant product when selecting a category.

**NO BUY/SELL ALLOWED!**

**Digital or Photograph Descriptions - Returning vendors from 2016 Capital A'Fair do not need to submit images.**

Brief General Description: (10 Words or less) **Please number pictures.**

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

**PLEASE MARK ONE OF THE FOLLOWING:**

- I have included my Certificate of Liability Insurance.
- I will be sending my Certificate of Liability Insurance by **July 14, 2017**
- I will send a Certificate as soon as a new one is available.

**Statement of Agreement**

Please make sure the Certificate of Insurance includes liability insurance, the amount of coverage, and the expiration dates. The Certificate of Liability Insurance must be at least \$500,000 coverage listing BAGA as certificate holder. If the expiration dates do not include show dates, it is your responsibility to forward a current certificate as soon as it is available. Failure to comply will result in loss of booth space with no refund.

**\*\*My signature attests that I have read the materials accompanying this form and agree to abide by all rules and policies set forth in it. I agree not to use drugs or alcohol on the event grounds, not to disturb or harass fellow exhibitors, be set up by opening time, and not to begin to tear down until after the scheduled closing time. Vendors with small children: children must be supervised at all times!**

**\*\*Art and/or crafts are works of my own design, crafted by me and the work I bring will be of similar quality and style. NO BUY/SELL ITEMS ALLOWED!** I agree to bring enough merchandise to cover the entire duration of the event. I grant permission to Bismarck Art & Galleries Association to use a picture for publicity purposes without compensation.

**\*\* I understand I am totally responsible for my exhibit, including (but not limited to) the method of display, set up, security, selling, and take down. It is understood that the exhibitor will provide all materials for the booth. I release Bismarck Art & Galleries Association from all responsibility for loss, damage, or theft of my work or other materials. Once the exhibitor's materials have been reviewed and accepted, the entry fee is non-refundable.**

**\*\* I also understand any proceeds derived from the sales will be entirely my own, and I am entirely responsible for collecting and reporting the state, county and city sales tax.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

If you do not have a ND Sales Tax Permit, e-mail: [taxregistration@nd.gov](mailto:taxregistration@nd.gov) for information.