

# Art in the Village

## MOUNTAIN BROOK ART ASSOCIATION 38<sup>th</sup> ANNUAL SPRING ART FESTIVAL

### 2019 REGISTRATION FORM

Show Date: MAY 4, 2019 (9 AM- 4 PM)

Acceptance in the festival is based primarily on the date received and acceptance of ALL completed forms pg 1, 2,3 as well as eligibility. No refunds due to weather. No rain date.

**ELIGIBILITY:** Exhibitors must be active members of MBAA in good standing by attending at least one meeting or volunteering during the 12 months prior to the festival. New members or members never exhibiting in a MBAA show must be juried. **New members** who have not attended a meeting by January 2019 will be wait-listed at \$75 until APRIL 1 & MUST attend a March meeting. **Field is limited to 90 artists.**

**Member's name** as listed on name tags: \_\_\_\_\_

Cell # \_\_\_\_\_

MONTHS YOU ATTENDED 2018-2019 meetings \_\_\_\_\_

VOLUNTEERED \_\_\_\_\_

If sharing a booth\*, please list the other artist: \_\_\_\_\_

**\*SHARED BOOTHS require a registration form and \$40 fee from EACH artist, per booth, \$50 after March 15**

### Fees to Accompany this Registration:

**CHECKS WILL BE HELD UNTIL MARCH 21.**

**PAYPAL TO BE PAID BY MARCH 21. PRICES BELOW**

\_\_\_\_\_ Exhibitor fee of **\$75 per artist, per booth space** until MARCH 10. **\$95** after MARCH 11, if space is available. Payable to "MBAA". (or \$40 if sharing booth, \$50 after April 1) \_\_\_\_\_ \$40 youth member exhibitor fee

\_\_\_\_\_ Number of booths spaces requested.

\_\_\_\_\_ City of Mountain Brook Tax Form completed and signed, mandatory.

### I have carefully read and agree to the 2019 show guidelines, pg 4, and the following:

- The deadline to cancel my participation in the festival is APRIL 10, 2019 by talking directly to the Show Chairman. *After this date, I understand that my fee is non-refundable.*
- Any booth breakdown before 4:00 PM or failing to show up to exhibit will result in my exclusion from the next festival.
- Mountain Brook Art Association and Mountain Brook City & Board of Education are not responsible for any damage to personal property or injuries.
- I have no guarantee as to the booth placement for the festival.
- The MBAA Show Chairman reserves the right to exclude any work deemed inappropriate.
- I promise to submit my signed Mountain Brook, Jefferson County & Alabama Tax envelopes at the closing of the festival, whether or not I have sales.

Signature \_\_\_\_\_ Date Submitted \_\_\_\_\_

### PAYMENT METHOD

**Amount paid** \_\_\_\_\_

BY CHECK # \_\_\_\_\_ Check to be held to MARCH 21

BY MBAA WEB SITE PAYMENT, confirmation number on MARCH 21:

Web site payment date \_\_\_\_\_

Name on payment if different than above \_\_\_\_\_

**REGISTER BY EMAIL, PREFERRED METHOD**

**SCAN OR PHOTO FORMS** to [mtnbrookartassoc.showchair@gmail.com](mailto:mtnbrookartassoc.showchair@gmail.com)

**OR REGISTER THE SLOW WAY :**

**MAIL TO: Lisa Pruitt, MBAA, 615 Renaissance Drive , Hoover AL, 35226**

**SELECT JUDGING CATEGORY**

Please select the category that fits your yearly sales. This is used for judging and awards:

\_\_\_ Professional = sells more than \$4,000 per year or teaches art professionally (excluding school teachers)

\_\_\_ Semi-Professional = sells between \$700 - \$4,000.

\_\_\_ Emerging artist, hobbyist, beginner or student with sales under \$700.

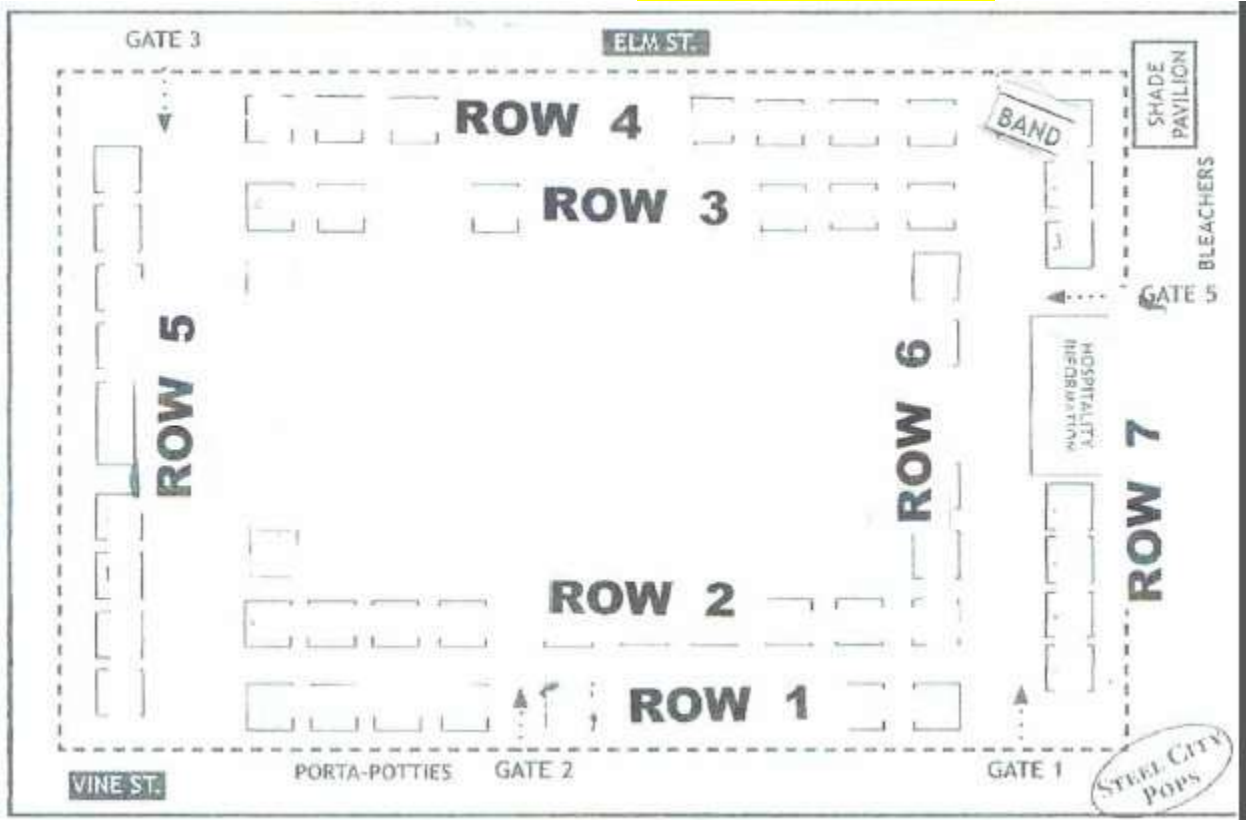
**BOOTH LAYOUT**

**BOOTH SECTION PREFERENCE:** On field map below, please note your **row** preference. List special needs below.

NAME \_\_\_\_\_

Please mark **PREFERRED ROW, LEFT OR RIGHT ON ROW**. **NOT A SPECIFIC SPOT OR END SPOT** (circle & number all that apply, in order of preference).

These sites may not reflect what actually occurs when the field is set, according to the number of artists accepted. Artists who are repeat exhibitors of many years will have the same location or close if available. **See below for cautions.**



**STATE SPECIAL PHYSICAL NEEDS OR ARTWORK DISPLAY NEEDS :**

*Example: physical needs to be close to an exit or portipotties or artwork framed under glass that needs to be out of the sun:*

**Please submit this form as a separate page.**

**MANDATORY FORM**

# City of Mountain Brook Promissory City Sales Tax Form

I, (print) \_\_\_\_\_ agree to pay  
all

sales tax due to the City of Mountain Brook (3%) for any and all sales that I make at the Mountain Brook Art Festival at Crestline Elementary School on MAY 4, 2019. Sales tax will be paid before leaving show in an envelope provided. Artists holding a current Mountain Brook license will pay the day of the show.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_

Email \_\_\_\_\_

\*\*If you have a Mountain Brook Sales Tax number please list:

\_\_\_\_\_

Jack Bankston Revenue Examiner  
802-3808  
City of Mountain Brook  
PO Box 130009  
56 Church St  
Mountain Brook, AL 35213

**ATTENTION ALL ARTISTS:**

**PLEASE TURN THIS FORM IN AS A SEPARATE PAGE, WITH NO OTHER PAPERWORK ON THE BACKSIDE, SO IT CAN BE TURNED IN TO THE MOUNTAIN BROOK REVENUE OFFICE.**

# ARTISTIC GUIDELINES FOR ALL WORK

Your participation in the festival means that you agree to follow these guidelines: Only the work of the artist paying for the booth will be displayed. All work will be original, based on the artist's imagination or own photograph, untouched by an instructor.

We are a hands-on painting club so your work will reflect that: No digital painting, only 2-dimensional art, executed in paint, dry or mixed media of traditional painting/drawing materials. Fine art collage is acceptable but new collage exhibitors must submit work for approval and must use same general substrates. No visible photography to be included in collage or incorporated into paintings. Artwork must be executed on traditional grounds (Example: canvas, board, paper, metal) No crafts, photography, pottery, ceramics, jewelry, or sculpture allowed. Coasters allowed as hand painted or printed image of your original art. Display limited to 2' x 2' size table area.

**PRINTS, CARDS, COASTERS :** Cards & prints of your original paintings are allowed, but the **majority of hanging space must be original.** All prints, including printed coasters must be identified as prints and *giclees must be marked as prints or giclee prints.*

The MBAA Show Chairman reserves the right to exclude any work not following these guidelines and any work deemed inappropriate for this family-oriented festival. *Remember that selling a painting copied from another artist's photograph or painting is unethical and it's illegal!*

*All questions should be directed to the Show Chairman or President.*

## IMPORTANT INFORMATION

### SETUP

#### **BOOTH SPACES:**

Booth locations will be emailed prior to show and will be posted on the Vine and Elm Street fence entrances, closest to the school, by 4 PM on Friday before the festival. Each display area is at least 12' x 12'. Each exhibitor must stay within their assigned space and is responsible for that space and everything in it.

#### **FIELD RULES:**

No pets! No smoking. No driving on the field for any reason; **no stakes**, or anything (i.e. floral stands) inserted into the ground; no using the fence or any park fixture to display art; no trash left behind.

**MINIMUM TENT WEIGHTS REQUIRED:** 40 pounds weight per tent corner required.

#### **SETUP & TAKE DOWN:**

The field will be available for early set up some time after 4 PM on Friday, May 3 or whenever Field Chairman Ron Lewis determines that it is ready. A Boy Scout troop will be available to assist setup & takedown. MBAA & the Board of Ed. are not liable for damage or theft but we do hire an off-duty Mtn. Brook policeman to watch the field overnight & gates are secured. Set up must be completed by 8:30 AM on Sat., MAY 4 when the show and judging begins. Artists' cars must be moved from the perimeter of the field by 8:30 AM. Great parking is available behind Crestline Elem. next to the tennis courts on Elm Street. The festival ends at 4:00 PM with a signal from a megaphone. Any breakdown before the 4:00 PM signal or failing to show up to exhibit will result in your exclusion from the following year's festival.

Packets should be picked up by 8:00 AM at the hospitality booth on the morning of the festival. Open & read immediately. The packet will contain important information, your name tag & booth sign. Attach sign to the front right corner of your booth by 9 AM show start.

**VOLUNTEER ARTWORK:**

MBAA member volunteers may exhibit a couple paintings in the Hospitality Booth. Volunteers are eligible for merit awards & Norton's Competition. All sales taxes must be paid the day of the festival. All guidelines apply.

## **SALES**

**COLLECTING TAXES:**

All artists must charge the standard 9% sales tax at the show (4% state, 3% city of Mtn. Brook, 2% Jefferson County). At the end of the show use the tax envelopes for the City of Mtn. Brook, Jefferson County and the "one time sale" state tax form.

**PAYING THE TAXES BY CHECK ONLY:** Important: Bring your checkbook for Alabama state, Jefferson county and Mountain Brook city tax. You must sign and turn all three tax envelopes to the hospitality booth before you leave the field at the end of the show even if you have no sales. Artists who already have permanent business licenses should turn in all 3 forms, listing the license number & notate they pay on their scheduled date.

**CREDIT SALES:**

MBAA will provide credit card service for a 4% bank fee. These sales will be handled at the Hospitality Booth. You will receive a check in a week or so after the show paying you for these sales, minus the bank fee.

**VOLUNTEER SALES**

Volunteers may leave their paintings for the day. Hospitality will write the sales. Volunteers must be prepared to write checks for the collected taxes of any sale.

## **AWARDS**

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Ribbons will be given in 3 categories: one each for best body of work overall in professional category, semi-professional, and emerging artist. Additionally, there will be 6 Awards of Distinction plus Nortons Floral Competition

**JUDGING**

Judging of artwork will only apply to original works, not prints.

**WINNERS**

Winners will be announced and posted at the Hospitality Booth.

**VOLUNTEER AWARDS**

Volunteers are eligible for a red ribbon and Nortons.

## **GENERAL SHOW INFORMATION**

**HOSPITALITY BOOTH** Functions as the center for information, awards, assistance, tax collecting, credit sales, membership.

**FOOD** A food vendor will take orders the week before the show and deliver them to the artists' booths.

**BOOTH SITTING** available for artists breaks. Arrangements made through Hospitality Booth.

**PORTI-POTTIES** will be located on Vine Street, across from the Board of Ed parking lot.

**WEATHER** Always check your email and/or the MBAA web site for the latest information. If it rains and clears up by noon on Sat., exhibitors should come and set up. If there is a severe thunderstorm or tornado watch in effect, the festival will be canceled unless the National Weather Service says it will end by noon.