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2024 Hutchinson Art Fair

Sunflower South Building Kansas State Fairgrounds Hutchinson, Kansas

Saturday, May 11, 2024 9:00 am to 4:00 pm

Registration Guidelines

Eligibility: Any original works of art, such as painting, drawing, sculpture, weaving, pottery, mosaic, jewelry, woodworking, glass, etc. No commercial vendors will be accepted. Items made from kits or molds will not be accepted. First-time entrants must submit three photos of their work for consideration, which may be emailed to the Hutchinson Art Center.

Entry Fee: One 10' x 10' booth is \$85. The fee for two artists sharing one booth is \$110. Entry fee is non-refundable. Booths along the outer walls of the building are the only ones with electrical outlets; please indicate on the second page of this form if you would like electricity. A limited number of booths are available for current high school and college students at a discounted rate; contact the Art Center for a Student entry form.

Artists' Requirements: Artists are responsible for processing their own sales and reporting sales tax, as required by the State of Kansas. A sales tax form from KDOR will be provided to you in your artist packet that will be given to you when you check in at the Registration table. No tables, chairs, walls, or other items will be provided; artists must bring their own display materials. Volunteers will be on hand to assist you if you need help unloading your vehicle or setting up large shelves, racks, etc. in your booth.

Deadline and Setup: The deadline for entry is **Thursday, May 2, 2024.** Entries may be made after this date, but your name will not be included in promotional ads. Last-minute entries may register in person at the Fairgrounds, provided there is booth space available and booth fee is paid in cash. You must have your booth set up and your name card displayed no later than 9:00 am on Saturday in order to be eligible for awards.

Setup times: Friday, May 10, from 5:00 pm to 8:00 pm. Saturday, May 11 (day of show) 7:00 am to 8:30 am

Awards: Ten Awards of Excellence for \$100 each; 1st Place \$500; 2nd Place \$400; 3rd Place \$300; Marvel Senti Award \$400; Shirley & Winston Schmidt Award \$100. Award funds are donated yearly by Cash Award Patrons and may vary year by year.

Special awards in 2023 were: Jeanette Mull Award \$250; Charlotte Summers Award \$250.

All responsibility and liability for insuring artwork is the artist's. The Hutchinson Art Association and Art Fair sponsors are not liable for theft, damage, loss of property or personal injury.

Keep this page for reference; turn in the next page to the Hutchinson Art Center, along with your entry fee and photos (first-time participants only). If you would like a specific booth, please circle it on the diagram on the next page; booth requests will be honored in the order they are received.

Thank you to our sponsors:

The Kansas State Fair



Thursday May 2, 2024 Art Fair is Α5 В5 C5 E5 F5 G5 Н4 14 D5 J5 Saturday, May 11, 2024 9:00am-4:00pm A4 J4 С3 H2 А3 В3 E3 F3 G3 12 D3 J3 **Sunflower South Building Kansas State Fairgrounds** B2 C2 Н1 A2 D2 E2 F2 G2 11 J2 C1 Α1 D1 F1 G1 J1 Does your booth have a canopy that will require special consideration? North South Reception Area Band area _____ Yes Door Door Registration Kids' Art Mechanical / Storage There are limited booths with Concessions Office Men's Restroom **Main Entrance** electricity (along the walls). Women's Restroom They will be assigned on a Sunflower South Bldg. layout "First come, first served" basis. MAIL TO: ART FAIR OR EMAIL TO: **Hutchinson Art Center** hac@hutchinsonartcenter.net _____ Electricity Requested 405 N. Washington Subject: ART FAIR Hutchinson, KS 67501 Artist Name and Business Street Address_____ City/State/Zip_ Phone_____E-Mail____ Please specify type of artwork_____ CHECKLIST: _____ \$85 Entry fee, payable to Hutchinson Art Association for one booth _____ \$110 Entry fee for two artists sharing one space _____ Three photos—required only for <u>first-time</u> artist entries _____ Self-addressed, business size, stamped envelope for notification of acceptance and/or return of photos* * Check here if you would like your acceptance letter emailed to you (no return envelope required) KANSAS DEPARTMENT OF REVENUE REQUIREMENTS Your Kansas Retail Sales Tax Number_ __ If you do not have a Kansas Tax Number you may use the Event Sales Tax Account Number, which is found in the KDOR paperwork in your Artist Packet. Please follow all Kansas Department of Revenue instructions found in your Artist Packet. You must display your certificate at your booth. I HAVE READ AND UNDERSTAND ALL ARTIST REQUIREMENTS AND I WILL FOLLOW ALL FEDERAL, STATE, AND LOCAL LAWS GOVERNING RETAIL SALES TAX. I REALIZE THAT FAILURE TO COMPLY MAY RESULT IN EXPULSION FROM THE SHOW.

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