

# Southern Illinois Art and Fiber Festival 2020

## Vendor Application for May 1-2, 2020

Thank you for your interest in the Southern Illinois Art and Fiber Fest, 2020. Please fill out the following form and send it to the indicated address. If you have any questions, please contact Eunice Peterson or Patti Bealer at [guild@artisansil.org](mailto:guild@artisansil.org).

Dates of Retreat: Friday May 1st through Saturday May 2nd, 2020

Set up date/time: Thursday, April 30th from Noon to 6pm

Tear down date/time: Saturday, May 2nd after 5pm

Location of event: 317 N. County Road  
Mascoutah IL 62258

(The event will have activities at a second location on Saturday at Scheve Park, Mascoutah, IL, but we don't anticipate vendors at that location.)

This event is about creativity and working with your hands. All items sold by artist/vendors must be created personally by the artist/vendor, or be supplies or tools used for creating products by hand. If you have any questions of whether your items fit into these categories, please feel free to contact us ([guild@artisansil.org](mailto:guild@artisansil.org)) and we will answer your question as soon as possible.

### **Vendor Information (please print clearly):**

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

Point of Contact: \_\_\_\_\_  
(Last Name) (First Name)

Phone Number (including area code): \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Email address: \_\_\_\_\_

Website: \_\_\_\_\_

**General explanation of type of hand craft** (pottery, handspun, woodworking, painting, jewelry, etc). Briefly describe the processes you use to make your products:

\_\_\_\_\_

---

---

---

**Prices:**

10x10 indoor space, \$50 (spaces are limited)

10x10 outdoor space, \$40

Note: Vendor must supply own canopy tent and table

**Vendor Space Requirement:**

Number of outdoor 10 x 10 spaces: \_\_\_\_\_

Number of indoor spaces (10 x 10): \_\_\_\_\_

Number of indoor spaces is limited, so please apply early. If you pay for an indoor space and there are none left, we will contact you and let you know. We can refund the difference if you still want an outdoor space.

**Important Information:**

1. Only items handmade by the artist/vendor are authorized for sale, or items to support hand crafting.
2. A fully completed application package will be required for consideration (including photos). Apply early if indoor space is preferred, indoor space is limited.
3. You must submit the following along with your application:
  - Photo of overall booth or table appearance
  - Photos of three separate sale items
    - Note: Photo image files may be sent via email. Be sure to include your full name in file titles.
  - Check for appropriate amount made out to Artisan Guild of Southern Illinois (Paypal is also accepted, contact us for directions)
4. Application Deadline: **Application package must be post marked no later than March 31, 2020.** Late or incomplete application packages will not be processed.
5. Artist/Vendor will be notified of acceptance via email by **April 15.**
6. If not accepted, your money will be returned.
7. No refunds for withdrawal for any reason will be permitted after **April 30, 2020.**

8. All sales will be conducted between the artist/vendor and buyer. Artist/vendors are responsible for their own sales tax (Mascoutah IL)(currently 7.6%).
9. Photos for publicity may be taken and published to promote the event and other Guild activities.
10. Artist/Vendors must be at least 21 years of age or older (or under the full time supervision of someone who is).
11. Vendors must ensure someone is at their booths from 9 am - 5 pm each day.

### **Silent Auction Donation**

We encourage and appreciate support of our Silent Auction. Vendors who support our silent auction will receive additional advertising via announcements, social media and posters as applicable. A portion of the proceeds will be given to the Leu Civic Center in Mascoutah for children's art programs. Please participate.

Will you donate a silent auction item? Yes/No

### **Statement of Understanding and Signature:**

**I, \_\_\_\_\_, understand and accept all conditions of participation. I will not hold the Artisan Guild of Southern Illinois responsible for accidents or lost, stolen, or damaged property. I also understand there is no refund in the event of inclement weather.**

**Artist/Vendor Printed Name:** \_\_\_\_\_

**Artist/Vendor Signature:** \_\_\_\_\_

### **Send complete application package and check to:**

Artisan Guild of Southern Illinois  
PO Box 295  
O'Fallon IL 62269  
Email: [guild@artisansil.org](mailto:guild@artisansil.org)

*Thank you for your interest!*

*The Artisan Guild of Southern Illinois and the  
Southern Illinois Art and Fiber Fest Planning Committee*