



Del Ray Artisans Presents its
Fine Art & Fine Crafts Holiday Market 2010

Reception: Friday, December 3, 6 – 9pm
 Saturday, December 4, 10am - 6pm / Sunday, December 5, 12 - 4pm

Time Sensitive!

Exhibitor Application
Registration Deadline: Friday, September 3, 2010

Name: _____

Address: _____

City/State/Zip: _____

Phone: Day _____ Evening _____ Cell _____

E-mail: _____

Please check media category: Artists should include with this application up to three photographs or digital images on CD that are representative of the work they plan to sell.

- | | |
|---|---|
| <input type="checkbox"/> Painting (Type: _____) | <input type="checkbox"/> Pottery |
| <input type="checkbox"/> Jewelry (Type: _____) | <input type="checkbox"/> Clothing (Type: _____) |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Glass (Type: _____) |
| <input type="checkbox"/> Other (_____) | |

Price Range: \$_____ Please indicate the general price range of work to be sold.

Note: Please be aware that space is extremely limited. Artists selected will be provided with a maximum space 6 feet in length and the corresponding wall space behind their set-up, but artists must provide their own displays, tables, pedestals, etc. (DRA has chairs for your use.) Artists wishing to share space may apply together. Artists are responsible for their own sales and collection of sales tax. See guidelines for more details.

Do you need?: electrical outlet window

Fee: There is a \$60 exhibitor fee. Checks should be made out to **Del Ray Artisans** and should accompany this application form at time of submittal. **If you are not accepted into the show, your check will be returned.** Artists are asked to contribute 10% of their total sales (tax deductible) to DRA.

Submit application with photos by September 3, 2010 to:

Del Ray Artisans
 Attn: Holiday Market
 2704 Mount Vernon Avenue
 Alexandria, VA 22301

- Application Checklist:**
- DRA Membership Current?
 - Completed Exhibitor Application
 - Photos / CD
- Please submit by Sept 3, 2010**

Questions? Call Tracy Wilkerson - 703.501.1736 or DRA.HolidayMarket@gmail.com



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Exhibitor Guidelines

1. All exhibitors must be active members of Del Ray Artisans.
2. **Exhibitor Application must be RECEIVED by Friday, September 3, 2010.**
3. Up to three (and ONLY 3) photographs, slides or digital photos on CD (jpg, pdf or tif files) representative of the work to be sold should accompany the application. If you would like your materials returned, please include a self-addressed, postage-paid envelope. Please clearly label images and/or CD with your name, piece titles and media.
4. All work must be handmade by the artist. If work is judged to be manufactured, *or composed of a majority of manufactured pieces*, rather than handmade at the time of the sale, the artist will be asked to remove the work. The Committee reserves the right to remove any item from sale, at any time, for any reason. Artist may only sell artwork in the media category that was indicated on the artist's application.
5. Gallery has limited space availability. The Committee reserves the right to keep the variety of goods available balanced.
6. Exhibitors can have tables or displays up to 6 feet in length and use the wall space behind them. Exhibitors must provide their own tables and/or displays. DRA will provide folding chairs. Gallery space is very limited, so please be courteous to your neighbors.
7. **The cost of exhibiting is a non-refundable \$60 exhibitor fee, plus 10% of your total sales** (tax deductible). Checks for the exhibitor fee should be made out to **Del Ray Artisans** and should accompany this application form at time of submittal. If you are not accepted into the show, your check will be returned. Receipt of the fee is considered acceptance of the conditions of the Market and will reserve your space. Please note that space is nontransferable; any cancellations will be filled by artists selected by the Committee. Cancellations and no-shows will not be refunded.
8. Exhibitors can set up Thursday evening 6:30 - 8:30 p.m., or Friday afternoon between 3:30 – 5:30 pm. **All exhibitors must be set up by 5:30 pm Friday evening.** A reception will be held from 6 – 9 pm Friday, December 3. Seasonal refreshments will be provided.
9. Exhibitors or their proxy must be present during Holiday Market hours **AT ALL TIMES** to handle sales. DRA will not sell items on behalf of artists.
10. Exhibitors are responsible for making their own change; however, DRA will allow exhibitors use of the DRA credit card machine (VISA, MasterCard, American Express) so that sales won't be lost—please be aware that it takes approximately 6 weeks to receive a check from DRA (minus the bank's transaction fee).
11. DRA will publicize the event through printed materials, electronic media and local advertising. Artists will also be given publicity materials to send to their personal contacts.

Calendar Timeline

- **Registration Deadline:** Friday, September 3, 2010
- **Artist Notification, via email:** By Monday, September 20, 2010
- **Artist Installation:** Thursday, Dec. 2, 6:30 – 8:30 pm; Friday, Dec. 3, 3:30 – 5:30 pm
- **Reception:** Friday, December 3, 6 – 9 pm
- **Holiday Market Hours:** Saturday, December 4, 10am – 6pm; Sunday, December 5, 12 – 4pm