

# Western North Carolina Pottery Festival 2024

Show Date: **11/2/2024**

PO Box 253 Dillsboro, NC 28725

**LOCATION** - Bridge Park in Sylva, North Carolina

## CALENDAR OF IMPORTANT DATES

Application Deadline – June 1

Notifications – July 1

Accept Invitation & Booth Purchase Deadline – August 1

Cancellation Deadline for 90% refund – September 1

## APPLICATION REQUIREMENTS

**Images:** 5 images total - 4 images representing the range of your work and 1 booth shot

Formatting Your Images (if you have images formatted for ZAPP they are perfect)

- Dimensions: 1500 pixels on the longest side.
- File Format: JPEG
- Resolution: 300 dpi
- Label images with artist name and number (name\_1.jpeg, name\_2.jpeg, etc)

## FEES

Jury Fee \$25

10x10 booth \$225

## SALES & TAXES

All artists are responsible for their own sales. Transactions must include 7% NC sales tax. Visit <http://www.dor.state.nc.us> for more information.

## CANCELLATIONS & REFUNDS

Cancellations must be made in written form and submitted by mail or e-mail. 90% refund of booth fee if post marked or cancelled by September 1. E-mails can be sent to

[wncpotteryfest@gmail.com](mailto:wncpotteryfest@gmail.com)

## ARTIST AMENITIES

We want to ensure that your participation is a positive experience. During the Festival, the following amenities are offered to all artists:

- Artist name and booth number listed in Festival program, website and social media platforms
- Free exhibitor parking
- Booth Sitters available to allow artists to demonstrate throwing at the provided work station during the show

- Comprehensive advertising and publicity is planned for the Festival including tv, radio, print, web, and social media

### **ARTIST RULES AND REGULATIONS**

- Set up begins at 7:00 a.m. All vehicles must be off the show grounds by 9:00 a.m. Exhibits must be ready for viewing promptly at 10:00. Tear-down will not begin before 4:00 p.m. No vehicles allowed back on fair grounds until ALL pedestrians have been cleared and the organizers open the street.
- You are responsible for your own props, including tables, tent/canopy, hanging materials, and/or folding chairs that you may need for your booth.
- **All work will be Handmade by the artist. No manufactured goods, No “seconds,” and No sale signs allowed.**
- The Arts Committee will screen booths Saturday morning and throughout the day. Work in photos must be representative of the work to be shown.
- Only artists selling his or her work will be eligible to participate and must be present for the show.
- Application/jury fee (\$25) is non-refundable. If accepted, your last day to cancel and still receive refund of 90% of booth fee is September 1.
- I understand that the show will go on rain or shine. But if for any reason whatsoever, it becomes impossible to have the Festival, I understand that this agreement is terminated and I will waive any and all claims for damages.
- I agree to help maintain the festival area and clean up behind myself at the close of the show.
- The sponsor provides no insurance. Insurance, if any, must be placed and paid for by the exhibitor. I hereby relieve the sponsors, staff, and town of all responsibility for the safe keeping of property while said properties are at the festival.
- The Town of Sylva, WNC Pottery Festival promoters, and staff will not be responsible for any injury or loss that may arise or come to the exhibitor, or his employee(s), or his goods, for any reason whatsoever while the Festival premises are being occupied under this agreement.
- All artists are responsible for collecting and paying North Carolina sales tax. The tax rate is 7%.

### **LIABILITY RELEASE**

I hereby release and forever discharge the town of Sylva, the Western North Carolina Pottery Festival Staff, and everyone connected to the (WNC Pottery Festival) from any responsibility, personal liability, claims, loss, or damage arising out of or in conjunction with my application to or participation in the WNC Pottery Festival which is not responsible for any injury sustained by exhibitors or guests while within the space designated for exhibits. Further, I understand that I store my art at my own risk without exception or limitation.

### **OTHER INFO**

More pre-festival information to come. Including - site placement - direction - parking passes - load-in and load-out instructions, hospitality, etc.