

# 2017 Market Application

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Number \_\_\_\_\_

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

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

Previously in ArtWalk & JazzFest (formerly known as ArtFest)? Yes \_\_\_\_\_ No \_\_\_\_\_

How did you find out about our event?  
\_\_\_\_\_

## Arts & Crafts Market Booth Size

(10'X10') \$65

MUST SUPPLY OWN TENT

Check the category in which you work:

Crafts: Apparel & Accessories \_\_\_\_\_

Crafts: Decorative \_\_\_\_\_

Jewelry: \_\_\_\_\_ Wood: \_\_\_\_\_ Other: \_\_\_\_\_

## Return Completed Application & Release

by Wednesday August 30th, 2017 to:

Matthews Chamber of Commerce  
PO Box 601  
Matthews, NC 28106

Phone 704-847-3649, Fax 704-847-3364  
[www.matthewschamber.org](http://www.matthewschamber.org)

## RULES FOR ARTWALK AND JAZZFEST

1. All accepted exhibitors must exhibit and be present for the entire event from 10 am - 7pm on Saturday, September 30th. Only accepted exhibitors and crafts selected by the ArtWalk & JazzFest may exhibit work within this event. Tents are required for every vendor. They must be 10' x 10' and can be of any color.
2. All work must be original in design and executed by the applicant/exhibitor. No direct sales distributors are allowed in this event.
3. The work of one exhibitor may be displayed in each assigned 10' x 10' space. A team producing a single product may qualify as a single exhibitor; however, teams may consist of no more than two persons and both names must be on the application. Both applicants must sign application.
4. The ArtWalk & JazzFest Rules Committee requests that participants do not display ribbons or awards from previous events.
5. Accepted participants violating the rules of this event will not be permitted to exhibit and will become ineligible for admission to future ArtWalk & JazzFest events. The ArtWalk & JazzFest Rules Committee reserves the right to enforce any of the rules as stated.
6. Fifty percent of the booth fee will be refunded providing the participant requests such cancellation in writing at least four (4) weeks prior to ArtWalk & JazzFest (no exceptions). ArtWalk & JazzFest will not refund booth fees due to inclement weather, Acts of God, extenuating circumstances, etc.
7. Parking and traffic will not be permitted in the exhibit area after 9 am on Saturday.
8. Applications will be reviewed and notice will be emailed to all who apply with payment.

## PAYMENT

If you wish to participate, please include \$65 booth fee with check made payable to the Matthews Chamber of Commerce. If you wish to pay by credit card, please include required information on this application. Applications received without fee will not be reviewed. We will notify you of acceptance or send your payment back should you be denied. If paying by credit card, you will not be charged unless you are accepted.

Matthews Chamber of Commerce  
210 Matthews Station Street  
Matthews, NC 28106

[www.matthewschamber.org](http://www.matthewschamber.org)



!!NEW THIS YEAR!!  
**Arts & Crafts**

# ArtWalk & JazzFest

Formerly known as ArtFest



**Saturday, September 30th 2017**

**Matthews Town Green Area**

**in front of Town Hall**

**10AM-7PM**

**Title Sponsor:**





### EVENT INFORMATION

ArtWalk & JazzFest of Matthews, a one day event and juried art show, will be held on Saturday, September 30th from 10am to 7pm. The event will be held on the Town Green on Matthews Station Street, in Historic Downtown Matthews in front of the Town Hall/Library.

ArtWalk & JazzFest offers visitors an opportunity to meet and interact with artists and purchase their artwork.

Live jazz entertainment, Senior High School Art Scholarship Exhibit and Competition, Arts & Crafts Market, a hands-on-art area for children throughout the day.

ArtWalk & JazzFest of Matthews is produced by the Matthews Chamber of Commerce, a nonprofit organization (501c6).

For more information call 704-847-3649 or visit MatthewsChamber.org.

All correspondence should be emailed to: chamberinfo@matthewschamber.org

Cover artwork by Caroline Ramsey

### MARKET APPLICATION PROCEDURE

Complete the entire Application and sign the Release Agreement

Please include one photograph of your work to be considered for participation. This section of the ArtWalk & JazzFest is non-juried. Understand that if you do not meet our criteria we must return your application and payment to you. No direct sales distributors are allowed in this event.

By e-mail: Photographs of your images should be sent in jpg, pdf, or gif file format.

By mail: Photographs of your images should be at least 4X6.

If your images are on CD, please send in jpg or pdf format.

- All photographs will be returned prior to the event, if a self addressed & stamped envelope is included.
Your name should be printed clearly on each photograph/CD.
One appropriately sized self addressed envelope with sufficient postage should be included, in order for the Chamber to return your photos/CD and check (if paying by check) if you are not accepted.
Only work of the quality and type illustrated in your submissions may be exhibited.

The ArtWalk & JazzFest Committee may remove an exhibitor from the event who exhibits work not represented in his or her application.

### APPLICATION CHECK LIST

Please mail/email the following items to the Matthews Chamber Office:

- Completed Application
Stamped Return Envelope
One Labeled Photo & Explanation of your work
Release Agreement Signed
Booth Fee (\$65)

### DAY OF EVENT INSTRUCTIONS

- All exhibitors must check in by 9:00 am on Saturday, September 30th, 2017.
Exhibit spaces measure approximately 10' x 10'.
Set-up is allowed after 5:00 pm on Friday, September 29th, but no security will be provided. General check-in and set-up will begin at 7:30 a.m. on Saturday, September 30th. Each exhibitor must provide his/her own 10' x 10' tent, display items and set-up. Accepted exhibitors are required to be set-up by 9:00am on Saturday with all vehicles out of the event area at that time.
Exhibitors are responsible by law to pay applicable taxes on all work sold at the event.



High School Senior Art Scholarship Competition & Exhibit Art by Area High School Seniors will be on display in the Depot during the event. We ask all ArtWalk & JazzFest participants to vote for their favorites by 3:00pm Saturday, September 30th. This award will be presented at 5pm Saturday.

### RELEASE AGREEMENT

Completion and submission of this Application represents my commitment to participate in ArtWalk & JazzFest of Matthews, North Carolina, September 30th 2017

The undersigned does hereby and forever discharge the ArtWalk & JazzFest Event Committee, the event Sponsors, the Town of Matthews and the Matthews Chamber of Commerce, Inc. from all manner of actions, suits, damages, claims and demands whatsoever in law or equity, and from any loss or damage to the undersigned's property, while in the possession, supervision or auspices of the ArtWalk & JazzFest event, its agents, representatives or employees.

I have received and read the Rules of ArtWalk & JazzFest and I agree to abide by them if I am accepted. If accepted, ArtWalk & JazzFest has my permission to reproduce my artwork for the purpose of marketing the event. ArtWalk & JazzFest also has my permission to publish photographs or videos taken of me, my booth and my work during the event for purposes related to promotions of the event, past or future.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

If paying by credit card:

I hereby agree to allow the Matthews Chamber of Commerce, Inc. to debit my credit card in the amount of \$\_\_\_\_\_ for participation in the ArtWalk & JazzFest of Matthews.

Credit Card Number: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Zip Code for statement: \_\_\_\_\_ Expiration: \_\_\_\_\_

CVC#: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Office Use Only

Booth Fee: Amt. \_\_\_\_\_ Ck# \_\_\_\_\_ Date Rec'd \_\_\_\_\_