

# Masterpiece Festival

*Celebrating our gifts from the Master*

More than 60 exhibitors

Saturday, Nov. 4, 2023

9 a.m. – 3 p.m.

*Setup 7 – 8:45 a.m.*

**Application Deadline (for indoor spaces only) - Oct. 1**



## **Location**

St. Mark's United Methodist Church  
1431 W. Magee Road, Tucson, AZ 85704



## **Contact Information**

Clay Thompson 520-256-1857 or [cadesign2019@gmail.com](mailto:cadesign2019@gmail.com)

## **Marketing and Promotions:**

St. Mark's church newsletters, corner sign, website,  
Craigslist, Nextdoor, Arizona Daily Star calendar,  
shareable Facebook event, printable post card,  
Explorer newspaper, Oro Valley Chamber of Commerce

*See Rules and Regulations on next page.*

## Fine Arts and Crafts Guild Rules and Regulations

- Exhibitors are responsible for determining any requirements of Pima County and the state of Arizona regarding business permits and sales taxes. Contact Pima County at (520-740-8661) and the Arizona Department of Revenue (800-634-6494) for more information.
- A limited number of jewelry vendors will be accepted on a first come, first serve basis.
- The exhibitors must occupy their exhibit space and be present during the festival hours **for the entire day (no early teardown)**.
- Exhibitors must preside over sales and may not use a representative to occupy their space.
- All work must be original and created by the exhibitor. The display and sale of imports, manufactured items, or items that are mass produced are not permitted. Prints are allowed only if they are prints of artwork executed by the exhibitor.
- Exhibitors are responsible for the delivery, setup and removal of their displays and materials. Displays must be sufficiently sturdy to withstand weather and crowds.
- Tents (10'x 10') are highly suggested for the parking lot vendors. Each leg of the tent must be properly weighted with a 30-40-lb. weight—no exceptions. If weights are not present upon inspection, canopy must be removed. No staking of the tent is allowed. Dollies required for moving displays and materials in and out of the show are to be provided by the exhibiting vendor.
- All tables must be covered with a floor-length table cloth; boxes should be stored under table, out of sight.
- Vehicles may be temporarily parked in the loading areas for purposes of unloading and loading only. All vehicles must be removed from the loading and unloading area and moved to the vendor parking area as soon as unloading or loading is completed so as to keep the area open for other exhibitors to also move their goods in and out.
- Payment in full by check or money order is due at the time of the application. No fees will be refunded after applicants have been accepted in the event. The exhibitor fee is not refundable. A \$35 fee will be charged for all returned checks.
- Fine Arts and Crafts Guild (FACG) will not be liable for refunds or any other liabilities whatsoever for failure to fulfill these terms and conditions, due to unusable conditions of the area in which the event is to take place. The conditions include, but are not limited to fire or other calamity, any act of God, public enemy, strikes, statutes, ordinances of any legal authority of any cause beyond the control of FACG. Exhibitors are responsible for safeguarding their booths, equipment and art work from any and all hazards. FACG and St. Mark's UMC assume no risk.
- The event will occur rain or shine.
- Exhibitors do not have exclusivity of any one product type.
- Parking in the event area is not allowed at any time; vendor parking permitted in the north and west parking areas only.
- **Setup must be completed no later than 8:45 a.m.** on the day of the event. **Teardown may not begin until after 3 p.m.** on the day of the event. All exhibitors are responsible for garbage inside their booth space. Excess garbage must be placed inside the dumpster (west side of parking lot) at the end of the day. If the space is not left clean at the end of the event, the vendor will be fined a minimum of \$50. No smoking permitted in booth space. Absolutely NO alcoholic beverage consumption permitted on church campus.
- **In the event of exhibitor failing to occupy assigned space by 8:45 a.m., FACG shall have the right to utilize such space in any manner it chooses. Vendor shall be entitled to no refund. Late arrivals will not be allowed to set up.**
- Exhibitors DO NOT have access to electrical outlets (other than those who have made arrangements with FACG for their indoor or courtyard location). Portable generators ARE NOT permitted.
- All pertinent fire codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety are to be strictly obeyed.
- All exhibitors must check in with FACG at the red information umbrella to obtain booth space number.

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# Call for Artists Application Form



Exhibitor Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_

Email/Website \_\_\_\_\_

Do you wish to receive future applications and confirmation by email? YES \_\_\_\_\_ NO \_\_\_\_\_

If you wish to be removed from our mailing list, please notify a contact person found under contact information.

You will be responsible for handing out one ticket for each purchase for an opportunity drawing.

Are you willing to donate one of your products toward our drawing? YES \_\_\_\_\_ NO \_\_\_\_\_

### FEES CALCULATION—Check or Money Order only

- \$15—Parking Lot—10'x10', if paid before Aug. 15, **\$20 if paid after Aug. 15**
- \$25—Courtyard (under overhang/ramada) – space for an 8'x3' table (not provided)
- \$30—Indoors—table provided, multiple exhibitors to a room (limited spaces available; first-come, first-serve.)
- \$ 5– Electrical connection, available only in courtyard or indoors

Office Use Only

Application # \_\_\_\_\_

Date Received \_\_\_\_\_

Check # \_\_\_\_\_

*Please enter a short description of your artwork and any special request:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### RELEASE

I agree to abide by all show rules and regulations. I certify that the artwork presented in this show is my original work. I agree to hold harmless St. Mark's United Methodist Church and the Fine Arts and Crafts Guild (FACG) from any and all liability, including but not limited to theft, personal injury, strike, public enemy, or act of God, and to indemnify St. Mark's UMC and the FACG for any damages arising from my conduct at the *Masterpiece Festival*. I understand that entry fees are nonrefundable.

Artist Signature \_\_\_\_\_

Date \_\_\_\_\_

### Checklist

- Retain the show rules and regulations for your files.
- Complete application and sign. Enclose with your application: fees in the form of personal check or money order payable to St. Mark's UMC. Please mail completed application form and above materials to:

**Fine Arts and Crafts Guild  
St. Mark's United Methodist Church  
1431 W. Magee Rd.  
Tucson, AZ 85704**