

## Leeper Park Art Fair

Saturday, June 16, 10:00 – 6:00    Sunday, June 17, 10:00 – 5:00

Please take one if you plan to participate in our member's tent

The St. Joe Valley Watercolor Society sponsors a tent for our members at the Leeper Park Art Fair every year. It is a great opportunity to be a part of a nationally acclaimed art fair! These are the requirements to participate.

Each artist must pay a \$35.00 fee, this money is added to our college scholarship fund; payment can be made to Judy Carlson, our treasurer, (make checks to St. Joe Valley Watercolor Society) at a meeting or mailed to 53399 Stoneridge Street, Apt C, South Bend, IN 46637. The payment is due by June 1.

Each artist should fill out an application and give it to Gina at a meeting or mail it to Gina Mitchell at 55980 Raintree Drive, Osceola, IN 46561. The application is due by June 1.

Each artist will help at the member booth for two shifts (each shift is 1 ½ to 2 ½ hours). Two artists are scheduled for each shift to answer questions and take payments.

Each artist whose art activities qualify as a business needs a current retail merchant's license which can be obtained from the Indiana Department of Revenue – 1025 Widener Lane, Ste. B, South Bend; (574) 291-8270.

When helping customers at our booth please remember:

All checks are made out to the artist

Sales tax is included in the price of the piece

Write a receipt for every item sold – it is how we determine sales for each artist

If you cannot make your booth time, please call someone on the schedule and trade with them.

To maximize everyone's exposure at our tent each artist can put a painting on the front display rack. The remaining display areas will be divided as equally as possible (the amount of space available to each artist depends on how many artists participate). Please label each painting with your name (so we know who gets credit for the sale) and the price. If you bring print racks they can be set up on the side of our tent. All art in the print racks should be matted and wrapped in an acetate envelope or shrink wrapped to protect it from damage. Each print should be priced and labeled with your name. Notecards can also be sold at our tent; please put your name and a price on each notecard and have them in a container.

The Art Fair is from 10:00 to 6:00 on Saturday and 10:00 to 5:00 on Sunday. Please have your art hung by 9:45 on Saturday morning and remember to remove your art at 6:00 that evening. Then bring your art back on Sunday morning for the 10:00 opening. The sales will be added up and the monies given at the end of the fair on Saturday (6:00) and Sunday (5:00). If you are able to help set up the tent displays on Saturday morning at about 8:00 a.m., or take them down Sunday afternoon at 5:00, it would be a big help. Hope everyone has a successful Leeper Park weekend!

For more information visit [www.stjoevalleywatercolor.com](http://www.stjoevalleywatercolor.com) and [www.leeperparkartfair.org](http://www.leeperparkartfair.org)

# Application Form - Leeper Park Art Fair Members Tent

## Application Deadline – June 1

Fill out this form and mail to: Gina Mitchell, 55980 Raintree Drive, Osceola, IN 46561

Pay \$35.00 (checks payable to St. Joe Valley Watercolor Society) to our treasurer at a meeting or by mail to: Judy Carlson, 53399 Stoneridge Street, Apt. C, South Bend, IN 46637

Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

How do you prefer to receive information? \_\_\_email \_\_\_phone

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### Requirements

- Pay \$35.00 to our treasurer at a meeting or by mail to: Judy Carlson, 53399 Stoneridge Street, Apt. C, South Bend, IN 46637, (make checks to St. Joe Valley Watercolor Society) this money is added to our college scholarship fund
- Fill out an application and mail to Gina Mitchell, 55980 Raintree Dr., Osceola, IN 46561
- Choose two shifts to help at the member's booth
- Label each painting with a price and your name
- Mat, wrap and label (with the price and your name) all art displayed in your print rack
- Put a price and your name on all notecards and have them displayed in a container
- There is no commission taken from your selling price or tax added to your selling price
- Please have your art displayed by 9:45 on Saturday and Sunday morning
- Please take your pieces down at 6:00 on Saturday and 5:00 on Sunday
- If possible help set up our display racks at about 8:00 on Saturday and tear them down at 5:00 on Sunday
- If your art activities qualify as a business please have a Retail Merchants License