

**Jazz & Arts Festival in the Park • 1 - 6 pm, May 21, 2023**  
**Artist Application**

**Presented by Main St. Gardnerville and Carson Valley Arts Council**

**Applications due May 11, 2023.** Please read the event guidelines below. A limited number of booth spaces are available at Heritage Park, Gardnerville for the Jazz & Arts Festival. First come, first serve. **The event is free to the public.**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Type(s) of Art \_\_\_\_\_

Artists exhibiting in my 10' x10' space \_\_\_\_\_

Address \_\_\_\_\_

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

Cell or Phone # \_\_\_\_\_ Website \_\_\_\_\_

Email Address \_\_\_\_\_

**Space for tent: 10' x 10' for \$30 - You must provide your own tent, display racks, tables or chair & fire extinguishers. The event will go on, Rain or Shine!** There are no refunds! **Thank you for joining us!**

I guarantee that my arts are handcrafted by myself in the U.S.A.

**HOLD HARMLESS and RELEASE:** In consideration of participation in any event on Heritage Park property, I hereby release and forever discharge the Main St. Gardnerville, the Town of Gardnerville, the Carson Valley Arts Council, and the staff and volunteers of those entities, from any and all actions, causes of action, liability, suits, claims, damages or injuries and/or demands whatsoever in law or equity that the undersigned has or may have in the future in connection with the undersigned's participation in any event at Heritage Park property, including personal injury or death. I have read and to event guidelines for exhibiting.

Signature of Applicant \_\_\_\_\_

**Applications are due to the Carson Valley Arts Council, 1572 Hwy. 395, Suite A, Minden, NV 89423 by May 11, 2023 with \$30 payable to Carson Valley Arts Council. You will be notified by May 15, 2023**

## Event Guidelines

1. Send or drop off a completed and signed application form with check payable to Carson Valley Arts Council.
2. Send at least two images of artwork with the completed application form, **unless images already on file with Carson Valley Arts Council from prior events.**
3. All Artists will be considered on first come, first serve basis. Space is limited.
4. Artists will be assigned a set up time between 10:00 am - 11:30 am so we can stagger vehicles in loading zones. Spaces are “cart and carry” over the grass, so loading zones get you as close to spots as possible. Vehicles must be unloaded and then removed/parked in designated areas within 30 minutes. No vehicles may be parked in loading zones (even if it looks like a parking lot). There is NO parking of exhibitors in the Overland Restaurant parking area. All spaces should be marked by the time exhibitors arrive. Please let us know if you have special needs not covered in this application. Artists must park in designated areas after load-in and load-out.
5. Artists must provide their own table and chairs. A new requirement by East Fork Fire is having a fire extinguisher on site at your tent. This is an outdoor event: uneven terrain, inclement weather and wind gusts can occur. Prepare your booth accordingly. No dogs in park. There are no stakes/pins/nails/etc. allowed in the park. ALL VENDORS MUST BRING rope and weights, sand bags, water jugs, etc. to weight down your booth items, canopy, signs, etc. There are no tarps/rugs/large flat surfaces allowed on the grass. There are absolutely no driving vehicles/trailers on the grass.
6. **SALES TAX:** We are required to collect your NV Tax ID# from every vendor selling anything. This form is turned in prior to the event and you will be held responsible to submit the correct amount to us before leaving the grounds that day. We will provide an envelope the day of the event with the NV Tax form. You must provide your tax ID #5 of this application. If you send in your taxes quarterly, please kindly fill out the form and mark "Quarterly" payments. Please bring a check to make this payment the day of the event.
7. All booths must be set up by 12:30 pm on Sunday, May 21, staffed and remain in place until 6 PM. The final concert is at 5-6 PM, so booths should be taken down **after** the concert – **NOT** during the concert.
8. We have many Volunteers helping-without whom there would be no event-so please be patient and respectful of all staff & volunteers. No political signs or materials.

**Carson Valley Arts Council - 775.782.8207**

