

Summer Arts and Crafts Fair

August 12, 2023

9 am – 3 pm

Fuller Lodge Lawn
2132 Central Ave
Los Alamos, NM 87544



Los Alamos Arts Council

Los Alamos County requires all vendors who are participating in 3 or more Los Alamos Arts Council Fairs per year to apply for a business license. Please visit their [website](#) for more information.

Booths

- **you are responsible for providing any tables or chairs that you need for your display**
- **you are responsible for providing your own canopy and weights** (tent stakes are NOT allowed on Fuller Lodge Lawn) if you would like to use one - however you are not required to bring one
- The fee to apply for this fair is **\$25**. This is a **non-refundable fee** and does not ensure that your application will be accepted by the jury
- If you are accepted into the fair, you are required to pay the booth fee which entitles you to a booth fee
- Electricity may be available for a limited number of booths, upon request
- Wifi is available but may not reach your booth spot depending on where you are placed. Please come prepared to accept payments without Wifi
- both artists in a shared booth must apply and be accepted

BOOTH FEES:

Single 10x10 Booth	\$125.00
Double 10X20 Booth	\$250.00
Shared Single Booth	\$62.50 (per artist)

Shared booths by two artists (different businesses). Each artist must be juried into the fair. Please follow up with info@laac-flac.org with the following in the subject line: SHARED BOOTH: NAME, SEASON OF FAIR, YEAR. In the body of the email, let us know who you are sharing a booth with. You can each email separately or designate one vendor to be the point of contact for both of you, but let us know which to communicate to.

Non-Profit Organizations Application Fee plus \$5.00 booth fee

In the past, we were able to waive fees for non-profits. We currently pay a \$5.00 processing fee and must therefore collect this payment for your booth. If this is a hardship for your organization, reach out to us so we can help you cover the cost with a scholarship or similar. You must provide a copy of your letter of approval from the Secretary of State of New Mexico, or similar proof that you are a registered 501(c)3, -4, or -6 in the United States. Multiple non-profits may table at a single booth with a single application and fee. We will need you to email info@laac-flac.org after you apply with a list of your partners and their proof of status.

Food Vendors: Application fee plus \$25.00 booth fee

Food vendors will need to have an inspection by the Los Alamos County Fire Marshall. We will send you a follow up email with instructions on how to get this done in advance if you prefer. If you have had an inspection in the calendar year, you can provide a copy of that to info@laac-flac.org

Booth Assignments

- **Locations are assigned in the order in which booth fees are paid once you are accepted by our jury.**
- Booth Requests must be submitted via email with the following format in the subject line or they may not be caught in time to accommodate. NAME: FALL CRAFT FAIR, BOOTH REQUEST and submitted to info@laac-flac.org
- The fair map is subject to change, please check in with us before unloading your booth.
- No booth locations are guaranteed, we do our best to accommodate needs as we're able.
- Food Vendors who need power **MUST** let us know in advance, we have limited power on site.

Legal

The Los Alamos Arts Council will not be responsible for damage to, loss, or theft of artwork, display materials, or personal belongings

Exhibitors are responsible for collecting and paying NM Gross receipts taxes of 7.3125% for Los Alamos County. For further information, contact NMT&R Dept at (505) 827 - 0700.

Los Alamos County requires vendors participating in 3 or more LOS ALAMOS ARTS COUNCIL fairs in the same year to procure a business license for Los Alamos. Please visit

www.losalamosnm.us/government/department/community_development/business_license___registrations

Compliance with the Federal Indian Arts and Crafts Act: Artist must comply with the Federal Indian Arts and Crafts Act when representing their work to Market attendees. The Indian Arts and Crafts Act (Act) of 1990 (P.L. 101-644) is a truth-in-advertising law that prohibits misrepresentation in the marketing of Indian art and craft products within the United States. It is illegal to offer or display for sale, or sell, any art or craft product in a manner that falsely suggests it is Indian produced, an Indian product, or the product of a particular Indian or Indian tribe or Indian arts and crafts organization, resident within the United States. For a first time violation of the Act, an individual can face civil or criminal penalties up to a \$250,000 fine or a 5-year prison term, or both. If a business violates the Act, it can face civil penalties or can be prosecuted and fined up to \$1,000,000. Under the Act, an Indian is defined as a member of any federally or officially State recognized tribe of the United States, or an individual certified as an Indian artisan by an Indian tribe. All products must be marketed truthfully regarding the tribal enrollment of the producers so as not to mislead the consumer. It is illegal to market art or craftwork using the name of a tribe if a member, or certified Indian artisan, of that tribe did not actually create the art or craftwork.

Publicity

- All applicants are encouraged to send brief biographical materials and photos to be used in our press releases
- The Arts Council reserves the right to use any photos or written materials for the promotional purposes of the Arts Council. Fair information is shared with media outlets throughout Northern New Mexico, on social media, and on posters and banners throughout Los Alamos County.

Important Information

- **These are juried fairs.** Juries are ongoing
- **Digital photos are preferred.** They will be used for jurying purposes and may be used for advertizing. Only images submitted digitally will be used for marketing
- Only mediums that have been juried may be displayed
- **Acceptance into past fairs does not guarantee acceptance into the current fair**
- All work must be created and produced by the exhibitor. All designs must be created by the exhibitor; no unoriginal designs, whether copied or bought will be permitted
- **Resale of commercially manufactured goods is not permitted**
- Jewelers are permitted sale of finished work only. Premade materials (beads,charms, chains, etc.) cannot be sold separately. They must be incorporated into the artist's own completed design
- **Booth payments must be paid before the day of the fair.** If booth payments have not been paid, the Arts Council reserves the right to deny the exhibitor a booth.
- The Los Alamos Arts Council reserves the right to reject any exhibitor who does not abide by these rules
- The Los Alamos Arts Council does not collect commissions on sales at the fair

Cancellations

Cancellations made at least 2 weeks prior to the event will be refunded. No refunds will be issued after that deadline. No refunds will be issued due to weather.

No “rain-out” dates and no refunds in the event of inclement weather. ALL events are rain or shine.

How the juries work

Juries are double blind, meaning you will not know who the jurors are and the jurors will not know who you are. We do this so your work can be judged anonymously. To help us with this, **please remove any watermarks or cover obvious signatures you may have on photos of your pieces.** Please do not include photos of you or you and your work in photos. Photos must show your work clearly.

After the jurors have made the decision on which artists are admitted, you will receive an email notifying you on your application status.

If you are accepted, that email will include the link to pay the booth fee. Please do this as soon as you can as it secures your booth spot.