

THE GREATER WESTHAMPTON CHAMBER OF COMMERCE  
7 Glovers Lane, Westhampton Beach NY 11978  
631-288-3337 [info@whbcc.org](mailto:info@whbcc.org)

SITE # \_\_\_\_\_  
CHK # \_\_\_\_\_  
DATE \_\_\_\_\_  
*For office use only*

2019 Maggie Burbank Juried Arts & Craft Show Application  
The Great Lawn, Westhampton Beach, NY

Date: **Saturday June 1, 2019 10AM – 6PM**  
**Sunday June 2, 2019 10AM – 5PM**

Fee:  \$235 per 10x10 space

**Payment is required with application. It will be deposited upon approval.  
Choose one box only. If you have a second Art/Craft, it requires separate approval, a  
second tent space, and an additional fee.**

**Art/Craft:**  Painting  Photography  Glass  Sculpture  Decorated  
Furniture  Clay  Fiber  Quilting  Dried flowers  
 Drawing  Print Making  Jewelry (limited)  
 Other: \_\_\_\_\_

\_\_\_\_\_  
Company or Trade Name

\_\_\_\_\_  
NYS Resale #

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Business Phone Home Phone

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Cell phone #

\_\_\_\_\_  
Mailing Address (if different from above)

Single (10x10) or  double space (20x10)

\_\_\_\_\_  
City State Zip Code  
**Guarantee**

\_\_\_\_\_  
Space # requested (prior participants) **Not a**

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

\_\_\_\_\_  
When did you last participate?

\_\_\_\_\_  
Website

\_\_\_\_\_  
Where did you hear about our shows?

**Please submit four images of your work completed in the last two years and one image of your booth displaying the full range of your artwork. Images must be in JPEG format at 300 DPI in sRGB and emailed to: [info@whbcc.org](mailto:info@whbcc.org). Please identify each image with artist's surname, first name and image number (e.g. smithjane1.jpg)**

Total Spaces requested \_\_\_\_\_ Total Due \$ \_\_\_\_\_  
Check enclosed \$ \_\_\_\_\_ payable to The Greater Westhampton Chamber of Commerce  
To pay by Visa or Mastercard, please call our office at 631-288-3337

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

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

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**Artist Must Sign Below**  
**CONTRACT**

As Evidenced by my signature affixed below, I agree, as material terms and conditions of this contract, as follows:

1. I hereby indemnify and hold the Greater Westhampton Chamber of Commerce, its employees and volunteers, the Art Show Committee, its sponsors and the Village of Westhampton Beach harmless from any and all claims arising from loss or damage to art exhibited by me in the Show or Articles used for display. This indemnification shall extend to and include claims by third parties, assignees and/or insurers by way of subrogation.
2. I hereby covenant and agree that I am either covered by liability insurance, or am self-insured. I bear the legal responsibility for any acts by me, my agents and employees, either intentional or negligent, that result in injury or death to third persons or damage to the property of third persons including but not limited to the general public and other exhibitors their agents and/or employees and hereby indemnify and hold the Greater Westhampton Chamber of Commerce, its employees and volunteers, the Art Show Committee, its sponsors or the Village of Westhampton Beach harmless from any liability, loss or damage arising from any such acts.
3. All works exhibited or offered for sale are my original design and product and will be representative of the works submitted for acceptance in the Show.
4. I give the Show Committee permission to photograph my work and booth space and allow them to use these photographs in future marketing of this Show and other Chamber events.
5. All artists' booth space will be clearly identified by booth number as provided by the Greater Westhampton Chamber of Commerce. All space assignments are the final decision of the show directors only and may be changed at any time up until the commencement of the show.
6. All exhibitors' tents must be white.
7. Sufficient weights must be used to secure tents.
8. In the event the Show is cancelled for any reason, there will be no rain dates, refunds or substitutions of future shows.
9. I have read, fully understand and agree to each and every item in the attached Rules and Requirements forwarded to me with this contract.

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

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

**RULES AND REQUIREMENTS FOR  
2019 MAGGIE BURBANK ARTS AND CRAFTS SHOW  
WESTHAMPTON BEACH, NY 11978**

**All work exhibited or offered for sale must be original, produced by the exhibiting artist and signed.** Limited editions must be appropriately numbered. Wearable art must be your original design and individually made. Artwork displayed may only be of the artistic category in which you are applying.

**The Show is held Rain or Shine.** Artists must attend all days and hours of the show. In the event of inclement weather, the show will proceed as scheduled. It will be at the sole discretion of the Greater Westhampton Chamber of Commerce (GWCOG) as to when to close the show due to dangerous weather conditions. Weather is monitored by the GWCOG.

**Vendors must remain set up for the entire duration of the show** and not break down any displays without prior permission from the GWCOG Board Member who is serving as Chair of the Art Show. Breaking down booths early is a disruption to both the event and your neighboring artists and may result in your expulsion from the current show and reflect on your application to participate in future shows.

#### **TENT INFORMATION**

There will be approximately 60 tent spaces. There is only one artist per tent. **No tent sharing is allowed.**

Artist must provide a suitable and attractive display. All supports, racks, stands and covered tables for artwork must fit within their assigned 10 X 10 space. **All exhibitors' tents must be WHITE.** Any tents that are not white cannot be erected and exhibitor will forfeit his/her location without refund.

Exhibitors are responsible for keeping their display area neat and clean at all times. Boxes and packing materials must be hidden from view.

All safety precautions must be taken in setting up exhibits. **Weights capable of securing tents during heavy winds must be attached to all tents to prevent both personal injury and property damage.** Artists are responsible for any tent contractors they may use. Electricity is not available, and generators are not allowed. **Artists must maintain sufficient theft, damage and liability insurance to protect both them and their artwork.**

#### **PROCEDURES FOR SET-UP, BREAK DOWN AND PARKING**

**Set-up begins no earlier than 2pm on Friday.** After unloading, all vehicles must be parked in the Village Public Parking Lots. Please follow Village Parking restrictions. All parking tickets are the full responsibility of the artists. The only times vans, automobiles, and hitch trailers belonging to artists will be permitted to park on the streets surrounding the art show is during Friday afternoon and Saturday morning set up, Saturday evening removal of artwork and Sunday evening break down of tents.

**No overnight parking or camping is allowed in municipal or private lots or on the Great Lawn.**

#### **GREATER WESTHAMPTON CHAMBER OF COMMERCE**

The Greater Westhampton Chamber of Commerce **shall not be liable** for any failure to perform or fulfill its contractual obligations concerning this art show provided such failure is caused or furthered by closure of site locations due to any cause or causes beyond its control, including but not limited to, acts of God, acts of nature, fire, flood, war, public disaster, strikes or labor difficulty, government enactment, regulations or order, or any other causes beyond its control.

The GWCOG reserves the right to reject or remove any and all works it may deem contrary to the show's integrity and best interests, at its sole discretion.

#### **CLEAN-UP**

Artists must remove all rubbish, including but not limited to packing boxes, tables, wood, packing materials, water bottles used for weights and newspapers.

#### **SALES TAX**

The New York State Taxation Department requires artists to have a "Certificate of Authority". Form DTF-17 is available at [www.tax.ny.gov](http://www.tax.ny.gov)

#### **MISCELLANEOUS**

If, for any reason, you are unable to attend the show, as a courtesy to fellow artists and the Show, please notify us immediately by telephone. If an emergency arises during the Show and it becomes necessary for you to leave, you must notify a Show official before you dismantle.

The Greater Westhampton Chamber of Commerce does not assume liability for exhibits or artwork. The Art Show Committee reserves the right to make all decisions concerning participation. There will be no rain dates or refunds if the show is canceled.<sup>3</sup>