



7 Glovers Lane
Westhampton Beach, NY 1978
631-288-3337
info@whbcc.org

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CK # _____
Date QB _____

2025 Maggie Burbank Arts & Crafts Show Application
Location: GREAT LAWN, Westhampton Beach, NY

Date: MEMORIAL DAY WEEKEND Saturday, May 24, 2025 10am - 6pm
Sunday, May 25, 2025 10am - 6pm

Fee: Application Fee \$ 30
Booth Fee \$425 (per space requested)

- Application Deadline March 24th, 2025
Payments Received After April 24th, 2025 will have a \$50 Late Fee Charge

Payment is required with the application.
Choose one box only. If you have a second art/craft, it requires a separate application, tent, and fee.

Oil/Acrylic Photography Glass Woodwork Other
Watercolor Digital Graphics Ceramics Furniture
Pastels Printmaking Sculpture Quilting
Mixed Media Glass Jewelry Fiber

FIRST TIME APPLICANTS:

- Please submit 4 images of your work completed in the last two years and one image of your booth displaying the full range of your work. Email images and this application to info@whbcc.org.

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Name _____ Sales Tax Vendor # (DTF-17) _____

Mailing Address _____ Phone # _____

City/ State/Zip code _____ Email _____

Website _____ Where did you hear about our shows ? _____

Single booth (10 x 10) Double (20 x 10) Prior participant-booth request (NOT guaranteed)

Total Spaces Requested: _____ [Double booth cost is double single cost] Total fee: _____

Payment method: _____ Check enclosed (Payable to The Greater Westhampton Chamber of Commerce)
_____ Credit Card (Visa, Mastercard or American Express)

Credit Card# _____ Expiration Date _____

Signature: _____ Date: _____

**THE GREATER WESTHAMPTON CHAMBER OF COMMERCE
7 Glovers Lane, Westhampton Beach NY 11978**

**2025 Maggie Burbank Arts & Craft Show Application
GREAT LAWN, Westhampton Beach, NY**

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 director only and may be changed at any time up until the commencement of the show.
6. All exhibitors' tents must be white and measure 10' x 10'.
7. Sufficient weights must be used to secure tents.
8. In the event the Show is canceled for any reason, there will be no rain dates, refunds or substitutions of future shows.
9. All participating artists in this show must stay the entire duration of the show. Late arrivals and early departures are not permitted.
10. 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
2025 MAGGIE BURBANK ARTS AND CRAFTS SHOW
GREAT LAWN, WESTHAMPTON BEACH, NY

- **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 (GWCO) as to when to close the show due to dangerous weather conditions. Weather is monitored by the GWCO.
- **Vendors must remain set up for the entire duration of the show** and not break down any displays without prior permission from the GWCO representative 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.** Artists must provide a suitable & attractive display. All supports, racks, stands & 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 the 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 12pm the day before the show starts. VEHICLES CAN ACCESS THE GREAT LAWN ONLY AT DESIGNATED LOCATIONS, 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 breakdown of tents. **No overnight parking or camping is allowed in municipal or private lots or on the Great Lawn.**
- **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 GWCO 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
- **MISCELLANEOUS** If, for any reason, you are unable to attend the show, as a courtesy to fellow artists and the Show, please notify the art show director immediately. 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
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- rain dates or refunds if the show is canceled.