

March 24-26, 2023

Event Information

Every Art Festival, Market, and Show has it's own flavor and ours is no exception.

Tenino Arts is known for being community oriented, hosting some exceptional local artisan events and creating an eye-catching environment for customers to visit & shop from.

If you are interested in participating, please read through the following information prior to filling out and submitting your application. This event is being co-sponsored by The Tenino Area Chamber of Commerce and Tenino Arts.

Our Objectives:

To provide local artisans with a venue to sell their creations and connect with other creative types.

To entice local residents and visitors to spend time appreciating the arts & exploring the Tenino area.

To help raise funds for local projects that have been adopted by our co-sponsors.

Who we are looking for:

LOCAL ARTISANS WITH WELL-CRAFTED & UNIQUE HANDMADE CREATIONS.

ATTRACTIVE BOOTH DISPLAYS ARE A MUST AND WE ARE KEYING ON THOSE WITH SOMETHING NEW AND EXCITING TO OFFER THIS UPCOMING SEASON.

All artwork/designs must be original to the artisan - no purchased patterns or copied designs permitted.

How this works:

The Spring Market will be a 3 day event - Friday, March 24th, Saturday, March 25th and Sunday, March 26th in The Kodiak Room. The location is in historic downtown Tenino at 225 Sussex Avenue West. Hours: 10am to 5pm each day.

The Spring Market operates as a “store front” or “gallery co-op” with all sales handled at Cashier Stations. Checks and statements will be available to each vendor within 2 weeks after closing. A 10% fee based on the gross sales collected will be deducted and go to the co-sponsors to help with local community projects.

Every item for sale must have a legible & removable price tag for accounting purposes.

Tag details will be explained to artisans who have been accepted.

Vendors will price their items to include the appropriate tax.

Those taxes are to be remitted to local and state authorities by each vendor.

All prices must be in even dollar amounts so that coin change will not be required at the Cashier Stations.

Vendors will need to have enough stock on hand to prevent displays from appearing empty from Friday through Sunday morning.

The venue will be open to vendors 30 minutes early and late each day to allow for booths to be restocked and refreshed.

Each accepted vendor will be required to serve two 3hr shifts during the course of the event -

assisting with hospitality, merchandise, bagging items sold, security and housekeeping.

To allow room for more guests, participating artisans will not be in attendance except for their assigned shifts, to restock and of course, to shop.

To participate:

All applicants will go through a jury process to determine who will be the best fit for the Spring event -

The jury will score each application based on quality, creativity and marketability of the handcrafted items.

Since each booth display is of vital importance to our Market, it will be given a separate score.

QUALITY COLOR PHOTOS AND DESCRIPTIONS OF WHAT MAKES YOUR WORK UNIQUE WILL BE REQUIRED WITH THE APPLICATION.

Publicity:

Each vendor will be required to use their social media and marketing connections to help promote the event.

In order for Tenino Arts to promote the event, we need quality photos from our artisans - especially of the newest creations - in order to develop excitement & anticipation.

Accepted vendors will need to provide a minimum of 3 new photos prior to opening.

Posting/publicizing and sharing the posts of other Spring Market artisans during the event is essential.

Printed flyers and posters will be available.

Booth Space:

There will be 30 booth spaces available - 13 at 9'6" x 6' 14 at 8' x 6' and 3 at various sizes to accommodate the room dimensions.

No partitions are provided - each vendor will create their own store-front space within the measurements given.

Overhead lighting in the event center is warm and inviting, but too soft to see details or read small print.

Electricity will be available for all booths. One plug per booth and bulbs must be LED to prevent overloading the system.

We expect all participating artisans add feature lighting to their booths - floor lamps, tables lamps, battery operated or LED bulb string lights - to make them bright and draw attention to the artwork & signage.

The map is the planned layout for the event.

Artisans will be assigned booth space based on the jury panel scores and notified of size & location.

The Schedule:

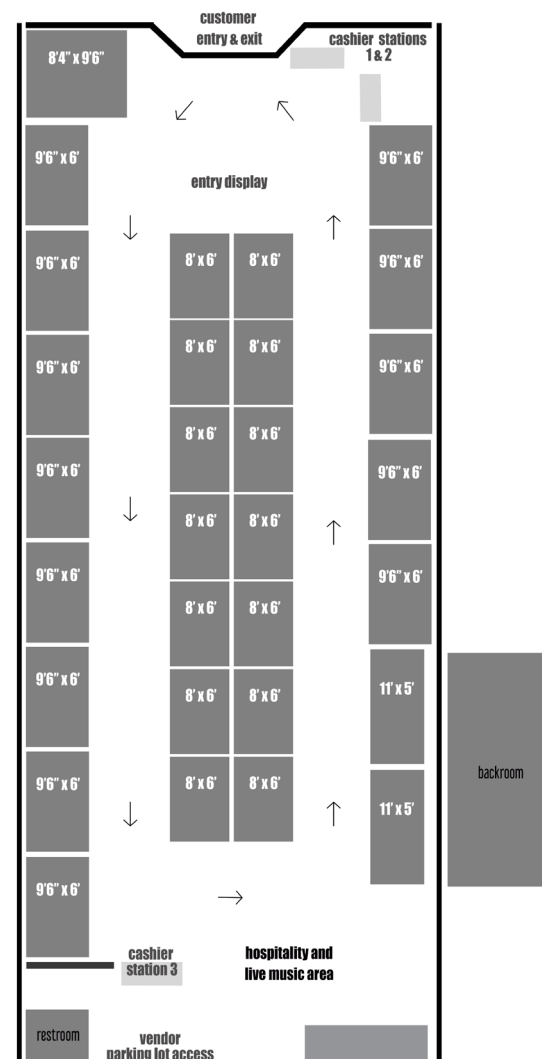
Application deadline	Saturday, Feb 4th
Jury panel review	Feb 6-8th
Email Notifications	Friday, Feb 10th
Booth fee deadline	Saturday, Feb 17th
Load-In 1-7pm	Wednesday, March 22nd
Market Starts 10 am to 5 pm	Friday, March 24th
Market Ends	Sunday, March 26th
Load-Out	Sunday, March 26th after 5 pm
Checks available	on or before April 10th

If you would like to participate:

Please retain the Event Information for future reference and submit the Application pages after filling them out legibly.

We look forward to hearing from you!

The Kodiak Room 225 Sussex Avenue West



2023 Tenino Spring Market

deadline Saturday, February 4th, 2023

Application Page 1

REGISTRATION & CONTACT INFORMATION - PLEASE PRINT CLEARLY

Your Name: _____

Business Name: _____

(This is the name that will be used for accounting purposes & publicity - it is required)

Mailing Address: _____

Street Address: (if different than mailing) _____

Phone Number: _____

E-mail address: _____

Emergency Contact: (in the unlikely scenario we cannot communicate with you on the days of our events)

Name and Phone : _____

Website address: _____

Social Media info

Business pages list (where I post my business publicity : _____

If none, what personal social media/advertising to you participate in: _____

Vendor Booth Chart

		Tenino Chamber Members	Thurston Co Residents Non-Chamber Members	Outside Thurston Co Non-Chamber Members
Standard wall booth (13 available)	9'.6" x 6'	\$ 95.	\$ 105.	\$ 115.
Center booth (14 available)	8' x 6'	\$ 75.	\$ 85.	\$ 95.
Front window booth (1 available)	9'.6 x 8'.4"	\$ 105.	\$ 115.	\$125.
Shallow wall booth (2 available)	11' x 5'	\$ 95.	\$ 105.	\$ 115.

1. Please INDICATE your application status:

CIRCLE ONE

Tenino Chamber Member	Thurston Co Residents Non-Chamber Member	Outside Thurston Co Non-Chamber Member
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2. Please INDICATE your booth choices:

1st booth choice: (UNDERLINE ONE)	standard wall	center	window	shallow wall
2nd booth choice: (UNDERLINE ONE)	standard wall	center	window	shallow wall
3rd booth choice: (UNDERLINE ONE)	standard wall	center	window	shallow wall

The 30 Booth spaces are filled in order of jury scoring - choices honored as available.

We will contact you with a 4th choice should the other options fill first.

For information about becoming a Tenino Area Chamber of Commerce Member visit: www.teninoacc.org

Your Jury Interview Page

This page and your Photo Sheet will be submitted to the jury panel which consists of 5 local residents and business people.

They will give each artisan a numeric score which will be used to determine acceptance & placement - there are only 30 spots available.

Please take your time and put thought into your responses - consider this a silent interview - your chance to impress them.

What is your primary medium or artistic category: _____

List the types of artistic items you plan to have in your booth: _____

If this is a food item, you will be required to include a copy of your Health Department Certificate with the application.

Please describe what makes your creations unique in one or two sentences.

Briefly explain your process - raw materials to finished item:

What role do you play in the process and who else participates:

What city is your studio/workspace in: _____

How long have you been creating this type of art/product: _____

What is the full price range of the items you plan to have in your booth?

\$ _____ to \$ _____

What are your most popular items and prices?

What other shows, markets or events have you participated in:

Contract Details

initial if agreed to:

- I understand that part of the success of this event rests on the shoulders of the participant's publicity:
 - I will publicize the Spring Market through my media sources & personal connections prior to & during the event.
 - I will provide at least 3 new quality photos of my creations to Tenino Arts prior to the event for promotion purposes.
- I give permission to the Spring Market team to publicly post & tag images of my booth, myself and my products.
- I agree that if accepted I will pay my booth fee on or before February 17th or forfeit my space.
- I agree that the Tenino Chamber of Commerce/Tenino Arts will make all sales transactions and retain 10% of gross sales.
- I understand that per standard business practices all accounting and checks will be made to my business name.
- I understand that I am legally responsible to report and remit all taxes on the income to state and federal agencies.
- I understand I need to work within the specified time-frame and with event coordinators for set-up and tear-down.
- I agree to work at least two volunteer shifts during the 2023 Spring Market.
- I agree to display and sell only items that I have designed and created - my original handiwork.
- I understand that a jury panel will determine who is accepted and booth placement based on submitted applications and press sheets.

Signature: _____ Date: _____

The Tenino Spring Market is co-sponsored by Tenino Arts and The Tenino Area Chamber of Commerce.

THE FOLLOWING AGREEMENT MUST BE SIGNED AND DATED IN ORDER TO PARTICIPATE.

AGREEMENT:

By signing this agreement on behalf of your enterprise, you confirm you have read, understand, and agree to this agreement and to the TASM Application & Policies. You understand that the listed sponsors reserve the right to exclude or remove vendors who do not comply with all rules, policies, and regulations. You acknowledge that selling at the TASM is conditioned on the accuracy of information provided in this application, compliance with all State, County, City, Tenino Arts, the TCDistrict and the TCofC regulatory requirements. You agree to indemnify and hold harmless the event sponsors and the property owners from and against any and all claims and demands, regardless of the nature, on or off the event premises, associated with any activity or product involving you and the Chamber agents; you further agree that you shall defend, at your own expense, and action brought against the event sponsors which involves you or your agents.

IT IS SO AGREED: Print name: _____ Date: _____
Signature: _____

SUBMIT YOUR COMPLETED APPLICATION & PHOTO SHEET ON OR BEFORE FEBRUARY 4TH VIA...

Email: info@teninoarts.org

US mail: Tenino Arts c/o Donna Taylor Mayo PO Box 846 Tenino WA 98589 (allow 5 days for delivery)

Drop it off in Tenino: Of Water Wind and Woods at 599 Sussex Avenue & McArthur Street (black mailbox on bldg)

DO NOT submit booth fees with your application... we will contact you regarding your acceptance on February 10th.

Thank You.

The 4th page of your application will be a Photo Press Sheet

The Photo Press Sheet is for the Jury Process

The page will be especially important in your effort to impress the jury panel.

No application will be processed without it.

The photos you include will be reviewed and scored along with the Jury Interview page.

WE REQUIRE A SINGLE LETTER SIZED PAGE that includes:

- *4 clear photos of your products
- *PLUS 1 clear photo of your booth display
- *and your business name.

We do know from experience that quality photos which highlight craftsmanship and artistry receive higher scores. It is worth the time to take clear pictures in good light then carefully crop them to keep distracting things out of view. If you do not have a quality booth photo, stage a booth setting to demonstrate how your creations will look on display then photograph it from a customer's view point.

How to submit the photo page:

INCLUDE A HIGH QUALITY PRINTED COPY WITH YOUR PRINTED APPLICATION

OR

ONLINE WITH YOUR APPLICATION AS AN ADDITIONAL SINGLE PDF OR JPEG FILE (no multiple photo files).

This instruction page should not be included with you submission... Thank you.