



CALL TO TACS' MEMBERS, INSTRUCTORS, STUDIOS

Tryon Arts & Crafts School announces a new opportunity for artisans to sell their original wares.

Pop-Up Craft Fair

Friday, August 2, 12-6pm and
Saturday, August 3, 8am-1pm

WHO: Artists, Instructors, TACS Members, and TACS' Studio Committees

WHERE: TACS' Front Parking Lot, 373 Harmon Field Road, Tryon, NC 28782

DEADLINE: **Monday, July 8**

To participate, artists must complete, sign, and submit this application form and a \$25 vendor fee.

TACS' Pop-Up Craft Fair will take place concurrently with our annual Yard Sale fundraiser.



Pop-Up Craft Fair Artist Application

Name	
Company Name (if applicable)	
TACS Studio Committee (if applicable)	
Phone Number	
Email	

DEMONSTRATIONS

We welcome artists to demonstrate at their booths. Demonstrators must bring all equipment and extension cords required.

Will you demonstrate at your booth? **YES/NO.**

If Yes, Please explain what you will do:

TABLE & OTHER DISPLAY SURFACES

Participants must bring all needed sale items.

Mark below to confirm the items you will bring:

- Point-of-Sale software
- Cash box
- Table
- Tablecloth
- Shelves
- Walls for 2-dimensional work
- Stool
- Extension Cord(s)
- Power Strip / Surge Protector
- Special Lighting
If lighting, please explain the type of lighting and how it will be installed:

- Signage
If signage, please explain the type of sign and how it will be displayed:

CATEGORY/MEDIUM

<input type="radio"/> Ceramics/Pottery	<input type="radio"/> Painting
<input type="radio"/> Drawing/Pastel	<input type="radio"/> Photography
<input type="radio"/> Fiber Arts	<input type="radio"/> Printmaking
<input type="radio"/> Glass	<input type="radio"/> Sculpture
<input type="radio"/> Jewelry	<input type="radio"/> Woodwork
<input type="radio"/> Leather	<input type="radio"/> Other
<input type="radio"/> Metal	<hr/>
<input type="radio"/> Mixed Media 2-D? 3-D?	

ARTWORK PHOTOGRAPHS

Check below to confirm that you have sent between 2 and 5 high-resolution digital photos of your work as separate files to administrator@tryonartsandcrafts.org.

Accepted formats: jpg, png, tiff

- Yes, I have sent my photos.

VENDOR FEE

Check below to confirm that you are enclosing your required \$25 vendor fee with this completed form.

- Yes, I am including \$25.

STUDIO COMMITTEES ONLY

If you are applying on behalf of one of TACS' Studio Committees for a fundraiser tent, Check All Items You Need TACS to Provide:

- 6' plastic table
- Chair(s). If chair(s), how many? _____
- Access to power
- 10'x10' canopy

Please review and sign the Pop-Up Craft Fair Guidelines on Page 3.

Pop-Up Craft Fair Guidelines

Artist Responsibilities:

- All work must be handcrafted, current work produced by the artist.
- Artists are responsible for processing their own sales.
- Artists are responsible for all setup and break-down related to their booths.
- Artists may not share booths, with the exception of TACS’ Studio Committees conducting fundraisers.
- Artists or a designated representative must be present during the entire fair on both Friday and Saturday.
- The \$25 booth fee is non-refundable.

Booth Assignment:

- Booths will be assigned on a first-come-first-served basis.
- Booth assignments are at the sole discretion of TACS and are not interchangeable.
- Booth locations will be communicated the week of the event.

Advertising and Promotion:

TACS’ advertising and publicity campaign will be promoted throughout the region. The fair will be marketed through social media, TACS’ website, eblasts, tourist publications, Tryon Daily Bulletin, and printed fliers.

Fair Unloading:

9:00 to 11:30 am, Friday, August 2

Artists may pull into TACS’ front parking lot, directly in front of their booths to unload.

Parking:

After unloading, artists should park in TACS’ rear parking lot, accessible by turning off of Harmon Field Road at the tennis courts. Artists may not park in the front parking lot, grass, or neighboring properties not belonging to TACS.

Artist Load Out:

1:00 to 2:00 pm, Saturday, August 3

Artists must remove all belongings from the space and fully clean the area around their display. Trash bins are located in TACS’ rear parking lot, accessible by turning off of Harmon Field Road at the tennis courts. Recycling containers are located in TACS’ kitchen.

PLEASE SIGN BELOW & SUBMIT \$25 TO TACS.

By signing this application, I confirm that:

1. *I have read and will comply with the Pop-Up Craft Fair Guidelines*
2. *I discharge Tryon Arts and Crafts School and their agents and representatives from any responsibility, personal liability, loss claims, or damage arising out of or in conjunction with the Pop-Up Craft Fair.*

Applicant Name (Printed) _____

Applicant Signature _____

Date _____

Submit this application to administrator@tryonartsandcrafts.org.

Questions or concerns? We are here to help! Please let us know if you need assistance with any aspects of the application. Please contact: administrator@tryonartsandcrafts.org or call 828.859.8323