

## ARTISAN APPLICATION



**June 1-2, 2024**

### Deadlines

Applications	11/1/23
Available On-line	
Application	1/15/24
Deadline	
Acceptance	3/15/24
Notification	
Deadline for	4/15/24
Withdrawal	
Space Assignment	5/1/24
Notification	

**2023 Best of Show Winner:**

**Purple Pig Wood Shop**



**Produced by:**



## Festival History

**Fairport Canal Days** is one of the most popular arts festivals in the Northeast, attracting close to 200,000 visitors on the first weekend of June every year. The festival features over 200 artisans, as well as a variety of music venues, food items, and booths by Fairport Perinton Merchants Association members who produce the event. The Canal Days festival began in the mid 1970s, growing exponentially over the years, but always remaining a family-friendly event with something for everyone.



Located on the historic Erie Canal, Fairport is a village filled with charm and character. Having received its name in the early 1800's from a traveler who declared it a "fair port", it remains a showcase stop for boaters to this day. Fairport's "front porch friendly" streets echo its past with beautiful Victorian homes and historic buildings, blended with modern facilities and parks.

The first word that comes to mind for many when describing Fairport is "community". Fairport Canal Days is the epitome of this word, a volunteer run event that welcomes you to be part of our community.

## Highlights

### Best of Show Award!

Judges will pick a Best of Show winner on Sunday. Winner receives a free single booth space for 2025!

### Kid Zone!

The Perinton Rec Center KidZone is back with plenty of family-friendly fun!

### Canal Days Turns 47!

Celebrate 47 years of Fairport Canal Days with us!

## How to Apply to Fairport Canal Days 2024

### Criteria for Eligibility

- All artwork submitted must be **original** work by the artist. Work created from commercial kits or buy/sell goods are NOT allowed.
- Work using licensed images or characters is subject to copyright law or fair use/parody rule. Any art deemed improperly using copyrighted images or characters (including sports team logos, brand names, and trademarked characters) **will not be allowed**.
- **Licensed character fabric should not be used.**

### Selection Process

Acceptance to the festival is based on the quality and originality of work as represented by the submitted images and descriptions. It is in your best interest to submit images that are clear and high quality so as to represent you and your art properly. Selections are made based on what is submitted **this year**. Prior acceptance to Fairport Canal Days does not guarantee continued acceptance. The selection committee reserves the right to accept or deny applicants as they see fit. Decisions of the selection committee are final.

\*\*\*Any violation of the Fairport Canal Days rules during previous participation will remove you from consideration.

### Best of Show Award

Judges will anonymously visit booths to select a *Best of Show* winner which will be awarded Sunday. Selections are made based on creativity and quality of art, as well as display appearance. The winning artisan will receive automatic acceptance to the 2025 festival, and a free single booth space for 2025, along with advertising on our website and other media.

### Booth Spaces and Placement

Each exhibitor will be assigned a 10' wide by 10' deep booth space. A maximum of two booth spaces may be requested. If a double space is assigned, you **MUST** utilize both spaces (i.e. two 10'x10' tents, or one 10'x10' tent with displays in the remaining space). No artisan may request a second booth space with the intent to leave it open.

Electricity is NOT available. Portable power supplies are allowed if they are **silent and fume free**.

Wifi is NOT provided and we cannot guarantee it will be available. Please plan accordingly.

Requests for previous locations will be honored whenever possible, but are not guaranteed. Please list any specific reasons for a location request on your application and they will be taken into consideration as much as possible. Changes occur each year in regard to festival property, merchant and sponsor locations, and the general layout of Canal Days. Much careful thought goes into placement for this large festival, and your flexibility is appreciated. **Placement decisions are final.**

## Tents/Equipment

Exhibitors must provide their own 10' x 10' tents, tables, chairs and weights. Please note—**NO tents over 10' x 10' can be accommodated in single booth spaces.** Weights are required on each leg of your tent. No stakes are allowed on any of the festival property.

This is an outdoor show, so exhibitors must be prepared for any sort of weather (especially wind). Be prepared to display on uneven surfaces or mixed terrain - cement, grass, and/or pavement. Rain tarps, plastic sheeting, and extra weights should all be planned for in case of inclement weather. **This is a rain or shine show, and participants are required to participate the full length of the festival hours.** Leaving early is not acceptable unless approved by a Fairport Canal Days committee member.

## Setup & Breakdown

Booth setup begins at 6am Saturday morning. Artisans **must** check in before setting up. **No Friday setup is allowed.** Vehicles should be unloaded and removed promptly. **Breakdown begins no earlier than 5pm on Sunday.**

Main Street will be closed to traffic by 9am on both days and will be reopened at the discretion of the Fairport Police Chief at the close of each festival day. Liftbridge Lane East will be closed for the duration of the festival. **By law, vehicles are not to be moved on any festival property during this time until allowed by the Fairport Police Chief.**

## Planning for Overnight

All artisans and vendors are expected to close up their booths overnight in an effort to protect their goods. It is strongly suggested that tent canopies be lowered and weighted, and that merchandise is either covered and secured, removed from the premises, or locked in vehicles overnight. Limited security will be provided on the festival site overnight, but it is up to the artisan to do what they can to avoid theft and weather damage. Fairport Canal Days, The Fairport Perinton Merchants Association, and The Village of Fairport will not be held responsible for any loss or damage of goods left out overnight due to theft or weather.

## Pets

**Fairport Canal Days is a pet free show.** Any artists who bring their pets to the show with them will be asked to remove them during the festival hours. Please let us know if you need local kenneling information.

## Tax ID Certificates

All exhibitors must have a current New York State sales tax number, and must display their sales tax certificate during the show. For information on getting a tax ID number, go to:

<http://www.tax.ny.gov/bus/st/register.htm> There is usually no cost to obtain a tax ID number, but please allow time for processing prior to the festival.

**Insurance Certificates**

Insurance certificates are required for all accepted interactive activities (ie: children's activities). It is suggested that all exhibitors hold liability insurance. A liability insurance certificate from your provider must name the following two festival sponsors as certificate holders:

**Fairport Perinton Merchants Association**  
**6 N. Main St.**  
**Fairport, NY 14450**

**AND**

**The Village of Fairport**  
**31 South Main St.**  
**Fairport, NY 14450**

**Mail this documentation to:**

**Fairport Canal Days**  
**6 N. Main St.**  
**Fairport, NY 14450**

**Conditions and Liabilities**

All artists, exhibitors, and vendors must adhere to the rules listed in this document or risk being excluded from future events.

Booths must remain open for the entire duration of the festival—no late start or early ending.

The Fairport Canal Days Festival, the Fairport Perinton Merchants Association, and the Village of Fairport will not be held responsible for damage or loss to an exhibitor's property or goods due to theft, vandalism, adverse weather conditions or improper set-ups, or personal injury suffered during, or as a result of, participation in Fairport Canal Days. Exhibitors must stay open for business despite rain or inclement weather.

**Deadlines**

Completed applications and payments are due (postmarked) by **January 31, 2024**. Applications received after this date will be considered only after timely entries have been reviewed, and if accepted, will be awarded placement based on remaining available spaces. A late fee of \$50 is required when applying past the January 15th deadline.

**Payment/Fees**

Non-refundable Application Fee	\$30
Single Booth Space (10' x 10')	\$300
Double Booth Space (10' x 20')	\$600
Late Fee (for applying after Jan. 31st)	\$50

Payment must be made with PayPal if applying on-line. If applying via mail, two checks (one for the non-refundable application fee of \$30, and one for the booth rental fee and late fee, if applicable) must be sent.

**Application Requirements**

We prefer that you complete your application online, but you also have the option to print and mail the completed application by January 15, 2024 to:

**Fairport Canal Days**  
**6 N. Main St.**  
**Fairport, NY 14550**

You must include **FIVE images** with your application. **THREE photos of your work, ONE photo of you in the process of creating your work, and ONE photo of your display.** If you do not have a booth display image, you may photograph an approximation of your booth set-up in your home.

It is important that your images give a clear overview of **ALL** products you intend to bring and sell at Fairport Canal Days. Only items comparable with those shown in the photographs may be sold during the festival.

These images may be submitted by mail or by uploading directly to our website (preferred). If sent by mail, enclose an appropriate sized self-addressed envelope, with two first class stamps, for the return of the photos. Your photos will not be returned if you do not include a SASE.

**Your application will not be reviewed by the selection committee until it is complete, including payment, and it will be considered late if it does not meet the following requirements:**

- Postmarked or received online by January 31, 2024
- Arrives with complete payment by the deadline
- Includes all five required images by the deadline

## Important Reminders:

### Festival Rules

- ♦ No tents larger than 10' x 10' in a single booth space
- ♦ Tents **MUST** be weighted
- ♦ **NO PETS** allowed on festival site
- ♦ Tax ID Certificate must be displayed
- ♦ Booths must be open for the entire duration of the festival—no late start or early ending. **Exhibitors must stay open for business despite rain or inclement weather**
- ♦ Only approved/accepted items may be for sale in your booth
- ♦ All artists must adhere to the rules listed in this document or risk being excluded from future events.

### Important Dates

Application Deadline	Jan. 31
Acceptance Notification	Mar. 15
No Refunds After	Apr. 15
Space Assignment	May 1
Set-up Date	June 1
Show Dates	June 1&2

### Application Checklist

#### Have you:

- ☐ Completed, and signed the application form?
- ☐ Included a check for the non-refundable application fee?
- ☐ Included a separate check for the booth fee?
- ☐ **Are there FIVE Photos included?**

\*Photos will only be returned if you include a self addressed envelope with two first class stamps.