

2022 American Indian Arts Marketplace at the Autry
June 11 & 12, 2022
Artist Booth Application

DUE DATE: Friday, January 21, 2022

APPLICATION FEE \$25 The application fee is non-refundable and does not guarantee acceptance into the Marketplace. Acceptance notifications will be sent in March with an invoice for the booth fees.

ARTIST: _____ (first) _____ (last)

Mailing Address: _____

City: _____ State: _____ Zip code: _____

E-Mail Address: _____

Phone Number(s) _____

I prefer to receive correspondence and make payments via (please only mark one box):

- US Postal Service
- Electronically

Emergency Contact Information:

Name _____ Phone _____

Artist is applying as (check one):

- Single Artist; booth fee \$400.
- Collaborative Artist; booth fee \$450 (two artists working as a team with each person contributing in some significant way to the artwork.).

I collaborate with: _____ (Artist(s) names)

- Shared Booth; two or more artists sharing one booth; booth fee \$525 (Due to space considerations no more than three artists may share a booth)

I plan to share with: _____ (Artist(s) names)
Each Artist in a shared booth must apply and be accepted by the Marketplace Review Board. If one artist cancels the remaining artist/artists are responsible for paying the balance due on the booth.

Indian Arts and Crafts Act of 1990 The American Indian Arts Marketplace at the Autry is governed by the Indian Arts and Craft Act of 1990. More information on the act can be found at

<https://www.doi.gov/iacb/act> New Artists or artists that have not shown in the last five years please include a copy of your CDIB or tribal membership card with this application.

Photographs of your artwork

This application should include 4-5 images representative of your current work. JPEG or TIFF files preferred.

- **Applying by mail?** Include printed photographs, a photo CD or flash drive with your completed application. CDs and flash drives will not be returned.
- **Applying electronically?** Upload photos to Dropbox along with your completed application. **The link can be found on your payment confirmation email.** The link will remain live until midnight Friday, January 21, 2022.

Marketing and Publicity

Name and Tribal Affiliation (as you would like it to appear in the printed program and marketing materials)

Name _____

Tribal Affiliation _____

Submitted images will be considered for use in electronic and print advertising for the festival and related print materials. Additionally, The Autry will have a photographer at the Marketplace taking photos for advertising and publicity purposes. If you do not want images of yourself or your artwork used in marketing materials, please note that preference here.

- YES I authorize the use of images of myself and my artwork to promote the Marketplace
- NO I do not want images of myself or my artwork used to promote the Marketplace

I participate in the following online social networks to promote my artwork (please include either handle or full URL):

Instagram: _____

Facebook: _____

TikTok: _____

Other: _____

I have a website at:

If you would like to receive complimentary American Indian Arts Marketplace postcards to mail to clients, please indicate how many. _____

California Seller's Permit

COPY REQUIRED EACH YEAR

You are responsible for obtaining your own California Seller's Permit. Do not use The Autry's address as your mailing address. A valid and current California Seller's Permit must be presented in order to set up your booth.

- I have a permanent California Seller's Permit which will be provided
- I do not have a California Seller's Permit and will be applying for a Temporary Permit

If you have questions regarding the permit or need an application, contact the State of California Department of Tax and Fee Administration 1.800.400.7115 or visit their website <https://www.cdtfa.ca.gov/taxes-and-fees/sutprograms.htm>

Allow at least three (3) weeks for your permit to be processed and sent to you!

Checklist: Is your application complete?

Priority for booth spaces will be given to those applications that are received on time and are complete.

A complete application includes the following

- A completed and signed application
- Photographs representative of your current work (REQUIRED EACH YEAR)
- Application processing fee
- Copy of your CDIB or tribal membership card if you are a new artist or an artist who has not shown at Autry in the last five years
- Artists are encouraged but not required to submit a brief artist's statement along with their application

Late applications: Applications that are incomplete, submitted, or mailed after Friday, January 21, 2022, will be considered on a space-available basis and must include a non-refundable application fee of \$75.

In order to safeguard your financial information credit card payments may no longer be taken over the phone or via email.

IF ACCEPTED INTO THE AMERICAN INDIAN ARTS MARKETPLACE AT THE AUTRY THE UNDERSIGNED ARTIST AGREES TO BE BOUND BY THE TERMS AND CONDITIONS HEREIN, INCLUDING ADDITIONAL TERMS AND CONDITIONS ON THE FOLLOWING PAGES

ARTIST'S SIGNATURE _____ **DATE** _____

Applying by mail? Applications must be postmarked by Friday, January 21, 2022. A check or money order payable to the **Autry Museum** for the application fee must accompany your application. **MAIL TO AUTRY MUSEUM AIAM; 4700 WESTERN HERITAGE WAY; LOS ANGELES, CA 90027-1462; ATTN: PATTY CARMACK**

Applying electronically? If you registered electronically your online application fee payment has been received. Applications must be uploaded to the Dropbox link by Friday, January 21, 2022. **THE LINK CAN BE FOUND ON YOUR PAYMENT CONFIRMATION EMAIL.**

Additional Terms and Conditions

Exhibitor Space

The Autry agrees to provide the following for each 10 x 10 booth space:

- Tenting and central Lighting
- Basic electrical hook-up
- One (1) 8' table, two (2) chairs
- Identification badges for the Artist
- Table Signage
- Advertising of the event

If you require additional chairs or tables, they will be available at the Festival Office. Labor may be provided to assist with moving tables and chairs as a courtesy but is not guaranteed. Artists should be prepared to move tables and chairs and set up their own booth.

Additional display racks, walls, pedestals, etc. may be used but must be provided, moved and installed by the artist.

It is the Artist's responsibility to ensure their work is displayed in a manner that protects his or her artwork and the public from harm. The tables provided may not be suitable for the safe display of all works.

This event will take place in a temporary structure on the museum grounds. There can be a wide fluctuation in daytime to nighttime temperatures in the Fall, resulting in heavy dew. Artists are encouraged to bring tarps or plastic to cover items in their booths overnight.

The museum will provide an overnight security presence on Friday and Saturday nights; however, the museum accepts no liability for damage or loss of artwork.

Guidelines

Accepted artists are invited to bring their highest quality work in any medium. The Autry supports and encourages continued professional growth through work with new art forms, materials and techniques.

- Art must be the artist's original work. Imported, manufactured or mass-produced items will not be allowed.
- Artists must comply with current state, national and international laws and regulations regarding the use of endangered species materials in their works. Use of such materials should be disclosed, in writing, to the consumer.
- Original paintings, drawings, hand executed lithographs, etchings and other original forms of printmaking are allowed; the method of reproduction for prints must be clearly labeled.
- Artists may offer for sale limited edition prints and notecards featuring the artist's original artwork; display of such materials should not exceed 20% of the artist's booth space.
- For artists accepted as a collaborative booth, individual work on display should not exceed 20% of the booth space.

- The method of reproduction for photographs must be clearly labeled and images must be the artist's original work.
- Imported jewelry such as "stringers" will not be allowed.
- Stabilized turquoise, man-made or synthetic stones or materials must be disclosed to consumer.
- Woven, sewn and embroidered textiles are accepted, sewing machine work is acceptable. No commercial kits, patterns, iron-applique or liquid embroidery will be accepted.

Additional Terms

1. The Artist (listed above) agrees to hold harmless the Autry (Museum), its officers, directors, employees, partners, associates, affiliates, joint ventures, agents, consultants and representatives from and against any and all losses, claims, damages, actions, causes of action, costs and expenses that the Artist may sustain, incur, suffer or be put to at any time either before, during or after the expiration or termination of the Agreement, where the same or any of them are based upon, arise out of or occur, directly or indirectly, by reason of any act or omission of the Artist, any agent, or employee of the Artist pursuant to this Agreement, excepting liability arising out of the independent negligent acts of the Museum.
2. The Artist shall be responsible for obtaining any and all insurance necessary for the Artist, the artwork, and any employees as deemed necessary by the Artist.
3. The Artist agrees that the Museum has the right to establish and enforce all rules and regulations, as it deems proper for the benefit of the Marketplace, and the safety and security of all participants, attendees, Museum staff and property. Should the Museum cancel the event for any reason whatsoever, the Museum will issue a refund of all Booth Fees already collected by the Museum; however, the Museum is not responsible for any other costs already incurred by the artist.
4. Artist must be present and remain on-site throughout the entire event to present their work to the public. BOOTH SPACE NOT SET UP BY 8:00 a.m. ON SATURDAY MAY RESULT IN THE RELEASE OF THE BOOTH TO ANOTHER ARTIST AND NO REFUND WILL BE ISSUED.
5. Artist agrees to document and manage all sales transactions for their work, and shall be responsible for the collection, accounting and reporting of all sales tax to the State of California. A copy of the artist's California Seller's Permit MUST BE ON FILE at the festival office to set up your booth. No refund of booth fees will be issued for Artist failure to secure a seller's permit.
6. If you have questions regarding the sales permit application, contact the State of California Department of Tax and Fee Administration at 1.800.400.7115 or visit their website at <http://www.cdtfa.ca.gov/taxes-and-fees/sutprograms.htm> Allow at least three (3) weeks for your permit to be processed and sent to you!
7. This Instrument contains the entire Agreement of the parties relating to the American Indian Arts Marketplace at the Autry, and the parties have made no other agreements, representations or warranties relating to the Marketplace which are not set forth hereof. No waiver or modification of this Agreement will be valid unless made in writing and signed by both parties.