



39th Annual Capital Expo Festival

Arts & Crafts Application

June 7th, 8th, & 9th, 2012

Frankfort, Kentucky

Name: _____
Address: _____
P.O. Box: _____
City: _____ State: _____
Zip: _____ Telephone: () _____
E-mail: _____

Medium: _____
Price range of work: _____
List No. tables @ \$20 and chairs @ \$5 each
needed: _____
Will need electricity? Yes No

2012 Terms and Conditions

HOURS:

Open nightly until 9:00 p.m. or later on Saturday due to Fireworks display.

LOCATION:

The Capital Expo Festival will be held at the Capital Plaza Complex, Wilkinson Boulevard, Frankfort, Kentucky. All Art & Craft Exhibitors will setup on the Fountain Place Shops level downstairs around the fountain. Spaces facing the commercial area are outside, but protected by an overhang. Spaces in an open area are also available. Exhibits may be left up overnight. Security will be on site.

ELIGIBILITY:

New applicants are required to submit photos. Exhibitors who wish to show additional or a new category are required to submit new photos. If you want your photos returned, please include a self-addressed stamped envelope.

MEDIA:

Original work produced by exhibitors only. No items made from commercially sold kits, molds, or imports. No items purchased for resale will be allowed. Reproduction prints on the finest art paper will be allowed. Works will be judged on originality, craftsmanship and presentation of subject.

AWARDS:

Cash and ribbons will be given on the basis of overall quality and booth creativity.

DEADLINE FOR APPLICATIONS:

May 18, 2012 is the postmarked deadline for mailing ALL APPLICATIONS. Booth space fee is due and payable at time of application submittal. Fees paid after the May 18th deadline shall be by cash, cashier's check or money order only.

NOTIFICATION :

After judging, March 28, all applicants will be notified promptly by mail.

COMMISSIONS:

No Commissions will be required for the show, however, for your protection, it is understood that each exhibitor will report all sales to the Kentucky Department of Revenue and to the Internal Revenue Service. All legal and tax details are the responsibility of the seller.

AVAILABLE SPACE:

10' X 15' Spaces (protected by overhang) are facing hotel or commercial area. Location preference (Final placement decisions will be made by Expo Art Committee) Canopies with non-adjustable peaks will require special placement. (Please note canopy or tent clearance requirement, in some areas overhang lights extend down 15".) Ten feet maximum clearance allowed for canopies with adjustable or removable tops. Canopies with non-adjustable peaks will be placed in an area partially protected by overhang or in an open area). Table coverings are required. (3' x 8')

HOSPITALITY:

Hospitality provided for the artists and crafts people.

RESPONSIBILITY:

Each exhibitor must be responsible for his or her display. The Capital Expo, Inc., the Capital Plaza Authority, and others working on the behalf will not be held responsible for the injury, accidents, and/or damage to property or theft. Security will be on site after exhibit hours, however leaving items/valuables will be at vendor's risk.

AGREEMENT:

Sending the application form constitutes agreement to all conditions on the part of the person or group applying.

FEES:

\$135.00, see space description above. No refunds if accepted.
List no. Table(s) _____ @ \$20 each and Chair(s) @ \$5 each _____.
List other special needs. Electric is available by request.

FESTIVAL INFORMATION AND CONTACTS:

Mail application and checks to: Capital Expo Festival, P.O. Box 714
Frankfort, Kentucky 40601
WEBSITE: capitalexpo festival.com
E-MAIL: expo@dcr.net
Sherri McMillin (502) 695-1958
Robin Croley (502) 695-6975

- Yes, I have read, understand and agree with the terms and conditions of this application. Please sign below and keep copy for your reference.
 Yes, I have enclosed my payment \$135.00 booth fee. No refunds if accepted.
(Make checks payable to Capital Expo Festival including any fee for tables and chairs requested.)

**By signing here I show I have read, understand and agree with the terms and conditions of this application
(keep a copy for your reference)**

Signature: _____ Printed name: _____ Date: ___/___/___