



2022 Otsego Artisan Market

June 25th 9 am-4 pm

Presented by Otsego Arts, a volunteer-led team of Otsego Main Street working to empower artists and expand arts programming in our community. We are happy to announce the First Annual Otsego Artisan Market at the brand-new TOP Riverfront Pavilion in downtown Otsego. The fair will feature a variety of fine art and artisan works. Proceeds from the event will fund next year's event and other arts related programming! We look forward to having you in downtown Otsego!



TOP Riverfront Pavilion

How to Apply

1. Review the event information on page 2.
2. Complete the attached application form.
3. Submit the application form and payment to Otsego Main Street, 117 E Orleans Street, Otsego, MI 49078. All fees are non-refundable. The application form and payment can be dropped off at Otsego City Hall or mailed to the address above. Checks should be made out to Otsego Main Street. **Be sure to submit the required photos to brave.art.carr@gmail.com.**
 - Early registration (submitted by midnight, May 1, 2022) is \$50 per 10x10 booth.
 - After May 1, 2022, standard booth rate will be \$75 dependent on availability.
 - **If you are sharing a booth:** a booth may be shared by a maximum of 2 artists. The total cost of a shared booth is \$60. (\$50 booth fee and \$10 shared fee). Applications must be filled out by both artists separately and submit \$30 each with notes on who they are sharing with. If sharing a booth and one party backs out, the fee is non-refundable. If only one artist submits payment, and the other does not, the exhibiting artist will be responsible for the additional monies owed for a full booth fee to maintain their slot.

Policies & Timeline

1. All work must be the creation of the exhibiting artist. The original concept, design and execution must be attributable to the displaying artist. Any items you plan to sell must be mostly handmade by the artist. We reserve the right to ask for the removal of any items during the show that are not handmade or that were not represented in your original application. Criteria include: fine artwork and original, quality handcrafts.
2. Artists provide their own materials, manpower and equipment for set up and clean up.
3. Check in onsite is required before setting up your booth. At times there are changes made and in order to relay those changes to the artists, we request that you check in before you set up.
 - a. Regular check in will run from 7-8:00 am the day of the show. No early check in will be available, please plan accordingly.
 - b. You must move your vehicle to the designated Artist parking area by 8:30 am on the day of the show to clear public walkways before opening to the general public at 9 am.
 - c. Park after unloading to allow other artist the opportunity to unload. Artist parking will be provided in a designated area a short, walkable distance from the booths. No artist overnight parking on site.
 - d. Set up is to be completed by 9 am.
 - e. The show runs until 4 pm; booth tear down may not begin until that time. For safety reason, do not retrieve your vehicle from parking until 4:30 pm to allow the general public to clear the area.
4. Pets will not be allowed at the event. Service animals can attend with their owners.
5. Consumption of alcohol beverages is not allowed at the event site (pavilion) or on the riverwalk.
6. Otsego Arts-Otsego Main Street will not be responsible for damage, theft or injuries.

Risk and Liability Statement

By applying to attend the 2022 Otsego Artisan Market I hereby release and agree to hold harmless the Otsego Artisan Market, Otsego Arts-Main Street Volunteers, Otsego Main Street and the City of Otsego from any damage to my property or personal injury, which my helpers or I may sustain while participating in the Otsego Artisan Market on June 25, 2022. Further, I agree to abide by the rules, policies and guidelines developed by the Otsego Artisan Market and understand that failure to follow these rules, policies, and guidelines could result in expulsion from future fairs. I understand that the fair does not carry insurance to cover my personal property. As an independent contractor I will obtain my own insurance. I understand I store my artwork at my own risk. I allow Otsego Main Street to use photos submitted with my application for use in promotion of this event with proper attribution.

If you have questions regarding the event format or having trouble preparing an application contact Paulette Carr at brave.art.carr@gmail.com. For alternate payment methods reach out to the main street manager at ksweeney@cityofotsego.org.

Always beware of scams when participating in vendor events. The only official payment method for vendors is that which is described on page 1. If someone approaches you about participating in an Otsego Main Street event contact Otsego Main Street for confirmation before sending payment. If an employee or volunteer of Otsego Main Street does invite you to attend they will point you to the payment process outlined on page 1.

Otsego Artisan Market Application

June 25, 2022 – 9 am – 4pm

Name: _____

Business Name (If applicable): _____

Email: _____

Phone number: _____

Category of works. (Please circle all that apply)

- | | | | | |
|----------|-------------|--------------|---------|-------------------|
| Painting | Photography | Textiles | Jewelry | Glass |
| Ceramics | Woodworking | Wearable Art | Metals | home/garden décor |

Other: (Please specify and describe): _____

Please describe in more detail what you plan to exhibit including multiple forms of art. Be prepared to share photos of each form:

Please share 4-5 photos of examples of your work and your booth. Make sure to include all the types of work you plan to exhibit. Send your images via email to brave.art.carr@gmail.com

How many booths will you need? _____

Do you plan to share a booth? _____, if so, who will you share with? _____

Submit application and payment via cash or check to:
Otsego Main Street, 117 E Orleans Street, Otsego, MI 49078
Email images to: brave.art.carr@gmail.com

By submitting this application, I certify that I reviewed and agree to the policies and liability statement found on page two of this application.

Official use only
___ \$ ___ received
cash or check # _____