



## *Art on Easy Street Festival*

### *Rules and Regulations for Artists and Craftsmen - Some Rules Have Changed.*

*(Please keep this Page for your Records)*

**Saturday May 14, 2011 10:00 a.m. - 5:00p.m.**

**DOWNTOWN SALISBURY, NC 28144 (mapquest 123 Liberty St.)**

1. All work must be original in design, handcrafted and executed by the exhibitor. Crafts must be of the highest quality.
2. 3 photo samples of work you will be exhibiting must be submitted with your application. These may be digital or print. Photos will be used by the committee to determine suitability for the event and to use in publicity. Photos of you creating your work are encouraged for promotion and publicity.
3. An exhibitor may purchase more than one space. No more than 2 artists per space. Each must submit photos. Exception made for non-profit art groups.
4. Each exhibitor is to provide all materials needed for their exhibit space of 10 feet by 10 feet. All tables must be covered and packing materials hidden. No stakes may be driven into the asphalt, ground, concrete or brick.
5. Artists must check in at Arts Council booth and obtain first aid/lost child poster before setting up booth. Note: Coffee will be available for exhibitors and volunteers.
6. Set up will begin at 7AM on May 14. All vehicles must be away from the exhibit area before 9:45 a.m. Parking is available on the side streets surrounding the display area and in the adjacent public parking lots and across Main St at the corner of Liberty and Main. Overflow parking is available in the lot behind Rail Walk Studios & Gallery on N Lee St. Trailer hitches may not be placed directly onto any asphalt or concrete surface.
7. Each exhibitor space must display a sign with your name, business name or organization's name and an RAC sign with location of first aid booth and lost child booth.
8. No food or drinks will be sold from the art spaces. Food and beverage vendors will be on hand to sell refreshments.
9. STATE SALES TAX Information is available on the NC Department of Revenue Web Site <http://www.dornc.com>. Please read the state regulations to obtain a temporary sales tax number. Each exhibitor is required to have a NC State Sales Tax Number or provide proof that a number has been applied for. Every exhibitor is responsible for collecting and paying the 6.75% state sales tax.
10. No vendor or exhibitor may break down his or her space before 5:00 p.m. If you have an emergency and must leave, contact the Arts Council Officials in their tent and they will assist you with breakdown so that customers, guests and other artists are not impacted.
11. No open fires or flames are allowed in the display area.
12. Arts Council volunteers will be circulating during the event to see if you need assistance or a food or bathroom break. Please do not leave your booth unattended.
13. Exhibitors are responsible for cleaning, and for removing all tables, chairs, and trash from their booth space.

If you have questions or special needs please contact the Rowan Arts Council at 704-638-9887 or email [rac@rowanarts.org](mailto:rac@rowanarts.org).

Mail application to Rowan Arts Council PO Box 4234 Salisbury, NC 28145