

## RIVERSIDE ART MARKET 2020 APPLICATION INSTRUCTIONS

### PLEASE READ.

#### Items to offer for sale:

- **Artists:** original and reproductions of original work
- **Artisans:** handcrafted work
- **Galleries:** original work and reproductions of original work by represented artists

**ALL APPLICATIONS MUST BE COMPLETED ONLINE AT [WWW.RIVERSIDEARTMUSEUM.ORG/ARTMARKET2020](http://WWW.RIVERSIDEARTMUSEUM.ORG/ARTMARKET2020). PAYMENT MUST BE COMPLETED USING CREDIT CARDS OR PAYPAL.**

Please give us your contact information, hi-res photo samples of some of the items you intend to sell, along with a description/title of the item, to possibly be used to promote the Art Market.

Give us your artist website URL and any social media handles, if applicable.

If your vendor booth includes wall, please submit a photo of your booth.

**VENDOR-SUPPLIED CANOPIES AND/OR TENTS ARE NOT ALLOWED AT THE ART MARKET. ALL STREET AND LAWN VENDORS WILL HAVE EVENT CANOPIES SET UP AND INSTALLED FOR THEM AND DISMANTLED AT THE CLOSE OF THE ART MARKET. EASY LOAD-IN/LOAD-OUT ACCESS WILL BE PROVIDED.**

**BOOTH PRICE: Early-bird pricing until 2/15/20: RAM Members \$115. Non-RAM Members \$130. After 2/15/20: RAM Members \$135. Non-RAM Members \$150.**

VENDORS GET TO CHOOSE THEIR BOOTH LOCATION ON A FIRST-COME FIRST-SERVE BASIS. PLEASE CHECK THE MAP AND THE LIST OF OPEN AND SOLD BOOTHS IN THE ONLINE APPLICATION.

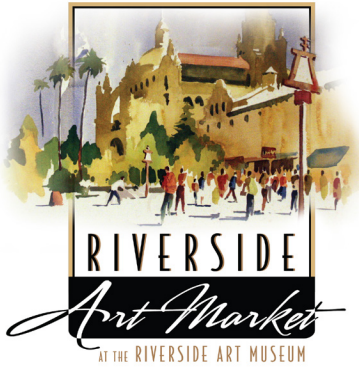
**You must sign and return a waiver. You may submit the waiver by attaching it in the online application when you select your booth (which makes it automatic) or by mailing it to the Riverside Art Museum or emailing [riversideartmarket@gmail.com](mailto:riversideartmarket@gmail.com). Mailed or emailed waivers must be received within 5 business days or the booth you have selected will be released. If you share a booth with another artist or artists, submit only one application; however, they will also need to sign and return a waiver.**

This event is a fundraiser for the Riverside Art Museum that is produced by volunteer members of the Art Alliance of the Riverside Art Museum. All proceeds go to support the mission of the museum, which is to “integrate art into the lives of people in a way that engages, inspires, and builds community by presenting thought-provoking exhibits and providing quality art classes that instill a lifelong love of the arts.” To help support this fundraising event, we ask you to consider donating an item of your choice to our Silent Auction. Last year we raised over \$1600, all of which went directly into the museum’s operating funds. If you are willing to donate an item for the silent auction please check yes in the online application.

“Downtown Riverside” Artwork by Don O’Neill, AWS







# RIVERSIDE ART MARKET 2020

## RULES AND PROCEDURES

### PLEASE READ.

The purpose of Riverside Art Market is to promote artists and artisans, and provide them with a venue to display, sell, and share their handmade pieces.

This event is designed to:

- create a positive image of the Riverside Art Museum (RAM);
- enhance the Riverside Downtown area and community at large;
- expose adults and children to a wide array of fine art, hand-made crafts, and education opportunities; and
- provide opportunities for artists to show and sell their work.

1. Please read the rules and procedures thoroughly. Applications must be filled out **ONLINE ONLY**, in their entirety and signed, or the application will not be accepted. Any and all participants that are represented by employees or family members are responsible for explaining and interpreting these rules and regulations to their employees and/or family members.
2. The Riverside Art Market committee reserves the right to accept or reject vendors and/or items into the market based on availability of space and type of artwork. This includes the possibility of duplicating similar items in the market. The following are permissible types of items to offer for sale: artists—original and reproductions of original work; artisans—handcrafted work; and galleries—original work and reproductions of original work by represented artists.
3. **NO PERSONAL EZ UPS, CANOPIES, OR TENTS WILL BE ALLOWED INSIDE OR OUTSIDE OF THE MUSEUM. EZ UPS (10 BY 10) WILL BE PROFESSIONALLY INSTALLED FOR ALL VENDORS.** If your booth has solid walls, you will be placed so that your booth does not obstruct the visibility of and access to other booths.
4. RAM will not provide electricity, tables, or chairs. No exceptions.
5. All items in the Riverside Art Market must be hand crafted. The general type of item being displayed must be approved by the Riverside Art Market committee. Please attach hi-res sample photo(s), title of photographed art work(s)/artisan items for credit line purposes when promoting the Riverside Art Market, and a link to your website. If sharing a booth with another artist or artisan vendor, please include the additional vendor's information. Photos should be at 300 dpi or higher resolution, suitable for marketing.
6. Vendors may select their booth space on a first-come, first-serve basis. Please refer to the Art Market Map **AND** the list of open and sold booths in the online application. The inside spaces include the RAM 1st floor art gallery and the atrium. The outside spaces include RAM's front lawn and Mission Inn Avenue, which will be closed between Lime and Lemon Street.

"Downtown Riverside" Artwork by Don O'Neill, AWS



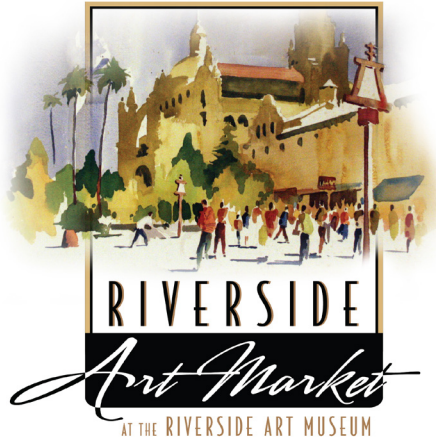
7. The following dates and times are for set up and take down:
  - a. Set up for spaces inside RAM: Friday, April 3, 2 p.m.–6 p.m.
  - b. Set up for spaces outside RAM: Saturday, April 4, 7 a.m.–10 a.m.
  - c. Take down: Saturday, April 4, 4 p.m. promptly.
8. This event is advertised as “rain or shine” and is treated as such. All participants are expected to participate during inclement weather.
9. Participants shall be ready to show and sell their work by 10 a.m. on Saturday, April 4. Please arrive early enough for you to unload and set up. Loading zones will be available.
10. Temporary vendor parking (for loading and unloading) will be in Lot 27 at the corner of Mission Inn Ave. and Lemon St.
11. All vendors must remain in operation from 10 a.m. to 4 p.m. and cannot tear down until the conclusion of the event.
12. Each vendor is responsible for space clean up.
13. Tables should be covered by a cloth. All products should be marked properly for sale and prices should be clearly posted.
14. Vendors shall not sell merchandise of an adult nature, alcohol or drug paraphernalia, nor any merchandise that may imply, suggest, or support this type of activity.
15. Vendors shall not sell sharp objects, such as knives, nor shall they engage in any activity that results in the creation of a sharp object, such as cut glass work.
16. Participants shall be responsible for the behavior of their children. For safety reasons, all children under 13 years of age must be confined to the participant’s space or have parental supervision while browsing the market.
17. The Riverside Art Market committee reserves the right to ask any participant at any given time, for any reason, to leave the event.
18. There is no smoking at the Riverside Art Market.

RIVERSIDE ART MARKET does NOT in any way guarantee sales or customer buying performance.

As confirmed by the signed waiver, I agree to abide by the official rules and regulations of the Riverside Art Market. As a vendor, I agree to indemnify, defend, and hold harmless the Riverside Art Museum (RAM), the Art Alliance of the Riverside Art Museum, and the City of Riverside, from and against any and all loss, damage, claim for damage, liability, expense or cost, including attorney fees, which arises out of, or is related to, or is in any manner connected with my participation in the Riverside Art Market. This indemnification provision shall apply to any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on my part, my employees, or my family members.

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## RIVERSIDE ART MARKET 2020 WAIVER

***This waiver must be signed and returned.***

As a participant in the Annual Riverside Art Market, I hereby waive any and all claims for damages that I may have against the Riverside Art Museum, the Art Alliance of the Riverside Art Museum, and the City of Riverside, their authorized representatives or assigns, and hold each and every one of them harmless for any and all injuries incurred in connection with the aforementioned event.

Neither the Riverside Art Museum, the Art Alliance of the Riverside Art Museum, nor the City of Riverside are responsible for equipment, materials, displays, loss of income, bodily injury, or loss of life caused by fire, rain, windstorms, earthquakes, inclement weather, or other acts of God.

Because the Riverside Art Museum and the Art Alliance of the Riverside Art Museum expend substantial sums of money in preparation for the Riverside Art Market, refunds of booth space fees will not be made if the event is cancelled in whole or in part by such acts of God.

I hereby give free use of my name, my image, as well as photos and video of my work, in any broadcast, telecast, or print media for this event.

I acknowledge that I have read the above and do fully understand the restrictions and do hereby agree to abide by those rules that have been established by the Riverside Art Museum and the Art Alliance of the Riverside Art Museum.

I also acknowledge that I have read the event's rules and understand that if I am found in violation of any policies, rules, or regulations made by the Riverside Art Museum and the Art Alliance of the Riverside Art Museum, my booth may be immediately closed down without refund and I will no longer be invited to participate in any future Riverside Art Museum and Art Alliance of the Riverside Art Museum events.

**I hereby state that I have read, understand, and agree to follow all rules and procedures. I have read and agree to the indemnification. I understand that the Riverside Art Market is a "rain or shine" market and that I am expected to participate regardless of weather conditions: \_\_\_\_\_ (Vendor Initials).**

**DEADLINE FOR RECEIPT OF ALL BOOTH APPLICATIONS AND PAYMENTS: Friday, March 27, 2020. SORRY NO REFUNDS.**

**NAME: (PLEASE PRINT)** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**(Each artist/artisan in the booth must submit a separate waiver form. Thank you.)**

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