



The Chicken Farm Art Center
 2505 Martin Luther King Blvd
 San Angelo, TX 76903
 Phone: 325-653-4936
 Email: chickenfarmartcenter@gmail.com



**2023-Open House Artist Vendor Application:
 November 24th & 25th (Friday & Saturday)
 All fields are required information!**

Date: _____ Select: Early Bird Rate Standard Rate
 (If paid in full by 10/20/2023)

Name: _____

Business Name: _____

Address: _____

City-State-Zip: _____

Phone Number: Cell (Preferred for Text Updates) Home _____

Email: _____

Website/Facebook: _____

I follow / have "Liked" @TheChickenFarmArtCenter on Facebook and Instagram and understand that by completing this form I will be added to the Artist Vendor Email List.

Emergency Contact Person

Name: _____

Phone: _____ Relationship: _____

Describe your products (briefly):

I have attached 4 - 5 pictures including **myself**, my **products**, **artwork** and **booth set-up** as part of my application

I need _____ number of tables for an additional fee of _____ (#tables x \$5).

Total Fee if selected: _____

By filling out this information you are giving The Chicken Farm Art Center permission to contact you, use photos or information in the process of advertising, informing, social media posting and placement for our Open House, and to share your information with possible customers or interested parties.

Filling out this application does not guarantee acceptance into our event.

Please read through the following Open House Polices and Guidelines, sign and date last page and submit your application for approval by email to ChickenFarmArtCenter@gmail.com.

What is Open House?

Our Annual Open House is a yearly two-day celebration of the arts and our Chicken Farm Art Center Anniversary! This event was created to share a love for art, artworks, artisans and artists with the community. We gather, promote and showcase new and established artists, both local and non-local, who want to sell their artworks to the public. As an anniversary event around the Thanksgiving holiday, our Open House was established to show our gratitude to artists and the community that appreciates it. And, if you're looking for that gift for someone who has everything, come out and find the gift they are missing!

Disclaimer: We are intentional about inviting artists and artisans to this event as it truly embodies the purpose and mission of The Chicken Farm Art Center and is what our patrons are looking for when they come to our Open House. Thank you for your understanding of us and our brand.

What is the Chicken Farm Art Center?

The Chicken Farm Art Center was established to educate the public community about different styles and artistic mediums, to garner interest in art, to encourage participation in art and community events and to encourage artists to live and work doing what they love. The Chicken Farm Art Center has since become an artist incubator / start-up place for those seeking an affordable studio to carryout their dream of becoming a full-time artist.

How do we define art?

We view art both in the traditional sense and in its modern interpretations including painting, drawing, pottery, collage, art photography (non-portrait), digital and sculpture which are highly encouraged vendors for Open House. This event also includes artisans such as leather workers, hat-makers, boot/shoemakers, metalworkers and weavers. The unusual or unexpected application of skill and craftsmanship resulting in complete and finished works will also be considered for showing. We do accept *select* craft vendors. If there is an element of what we consider to be art-applied or craft, these pieces may be considered for showing at the digression of our committee and in accordance with what we define as art. Please submit an application to be considered.

What we do not consider as art:

To encourage what we define as art to be shown during the event there are some items, themes, and "craft store" type pieces that we do not allow. Sales of MLM's, commercial products, imports, and manufactured goods are not supported during this event. If you normally display any of these items in other events, please ask for permission for them to be displayed at our Open House. We have the right to ask you not to sell them at this event. Please submit photos for our committee's review.

Policies and Guidelines

Open House Artist/Vendor Selection

- What we define as art will always be given priority during this event.
- The primary focus of this event will be to showcase art works and artisanal goods and therefore artworks will be approved first followed by craft, homemade goods and other vendors.
- Open House is a family friendly event; we do not allow nudity, risqué types of art, illegal substance paraphernalia, explicit or vulgar language on or in art/products to be shown outside of permanent studios. Should you have a question about the appropriateness of your product or art, please assume it is not appropriate or request formal approval by email in this application.
- The Chicken Farm Art Center reserves the right to approve or disapprove of items shown before and during participation in our event.

Food Vendor

- If you are applying and plan to sell food items, you are responsible for your own licensing and paperwork in accordance with city and state regulations.
- Please visit <https://dshs.texas.gov/foode establishments/> or call our local city offices to make sure you are up to date for any and all licenses.
- It is the responsibility of the vendor to keep all paperwork on hand for city inspection, we are not responsible for keeping documentation of this sort on hand.

Booths & Fees

- Applications will be accepted starting September 15, 2023. Approved Early Bird Artists and vendors will be notified by October 20, 2023. All other Vendors will be notified by November 1, 2023.
- Booth location to be determined by the Art Center Committee only after Vendor payment is made.
- Early Bird Payments not made by October 20, 2023 will turn into Standard Vendor Rates.
- Standard Vendor Payments not made in full by November 15, 2023 by 5pm are assumed to be cancelled and your spot will be given to someone on the waiting list.
- **\$175 Indoor Standard rate** = 10'x10' Booth fee total for both days combined.
 - **-\$25 Early Bird Discount** for Vendors who have applied, been approved and paid in full by October 20, 2023. The last day to apply for Early Bird Rates is October 20, 2023.
- **\$125 Outdoor Standard rate** = 10'x10' Booth fee total for both days combined.
 - **-\$25 Early Bird Discount** for Vendors who have applied, been approved and paid in full by October 20, 2023. The last day to apply for Early Bird Rates is October 20, 2023.
- **\$5 Table Rental** = tables are available for \$5 each on a first come first serve basis. (Only 15 tables available for rent.) You will be responsible for toting your table to and from the designated storage space and wiping the table off after use. Please confirm in your application if you need a table(s).
- Once you have been notified of acceptance (by email, phone call or text), booth rental fees are due in the amount listed above for both days combined. All fees are non-refundable nor will apply to future events. Emergency cancellations will be considered on a case-by-case basis regarding policy violations, but **fees are non-refundable**.
 - If you applied for an Early Bird Rate, you must be paid in full by October 20, 2023 or your rate will automatically be increased to the full rate value.
- **Payment will be accepted via cash, check or Venmo.**
 - Venmo: @TheChickenFarmArtCenter Note "Open House Standard Rate" or "Open House Early Bird Rate" in the description for our records.



Chicken Farm Ventures LLC
@TheChickenFarmArtCenter



- Checks must be made out to Chicken Farm Ventures LLC and may be paid in person at 2505 Martin Luther King Blvd, San Angelo, TX 76903 Tuesday – Saturday 10am-5pm.
- Payments not made in full by November 15, 2023, by 5pm are assumed to be cancelled and your spot will be given to someone on the waiting list.

Policies

- Most all vendor spaces are outdoors. Please plan accordingly. No power will be provided.
- We **DO NOT GAURANTEE Vendor Placement locations**. Vendor locations are determined by our event committee. You may not have a similar space/location from a prior event.
- Vendors will be allocated a 10'x10' booth space and may not exceed the allocated space. Please assume that your space/tent will touch a neighboring vendor to the right and left.
- We do not guarantee or provide electricity for events; vendors are responsible for their own energy sources.
- Artists/Vendors are responsible for setting up their own tent and space, weighting or securing tents, cleaning up their vendor space, and putting away any equipment they might have used for the event. (There are no designated volunteers nor paid persons to help you. If someone offers help, please thank them.)
- Open House is Friday & Saturday (after Thanksgiving), November 24th and 25th from 10am – 5pm and all Artists/Vendors are required to stay for the duration of the event (both days, full hours). If there is an emergency and you need to leave sooner, please contact our event coordinator so that arrangements can be made. Leaving without notification will result in a violation and can impact location or acceptance at future events.
- Early set up the day prior is NOT offered for this event at this time. (If made available at a later date, we will let you know by email.) Set-up is available starting at 7:30 am on the first day. Artists/Vendors are welcome to come walk the grounds and get a feel for the campus the week prior to the event. The Chicken Farm Art Center is not responsible for any items left here overnight. The event starts at 10am, **plan to be ready by 9:30am for Social Media Video Advertising**. Vendors not set up and customer ready by 9:45am are in violation of the policies and guidelines and are subject to exclusion from social media marketing posts during the event.
- **All vehicles must be parked off the property along 26th Street by 9:30am and are not permitted back on the premises till after 5pm.** Driveway entrances will be blocked to vehicle traffic during the event (except for guests at the Inn at the Art Center, Chefs and apartment residents).
- No early takedowns, failure to abide by this will result in a violation. Exceptions will be considered in case of an emergency only, but fees are non-refundable.
- Demonstrations are allowed but will need to be detailed out in your application so that we may place you in an effective location away from the music. If it will be messy, notify us so that we can put you in an appropriate location for easy cleanup after the event.
- The Chicken Farm Art Center grounds are **NON-Smoking** during all events. Smoking is permitted outside the property entrances and at least 15 feet from public entrances (city ordinance), ashtrays or buckets will be provided at permitted locations, please do not leave your butts on the ground.
- Along with the advertisement that the coordinator will do, it is the responsibility of the vendors to help promote the event. This event will only be a success if you, the vendor, help promote it. The CFAC has the right to tag any vendor in its advertisements but is not obligated to tag every vendor in its marketing nor is it obligated to repost any vendor posts.
 - Please use the following in your posts so that we can also like your posts:
@chickenfarmartcenter #chickenfarmartcenter #52annualopenhousecfac #sharingtheartspirit
- Creating an event page: You CANNOT create or duplicate the event page on Facebook using the same name and pictures from the main event page. This only causes confusion for the public and Vendors. When a Vendor creates an event using the same name and pictures from the main event page it shows that this Vendor is the host of this event. This will not be tolerated, and that Vendor will be removed from the event. And no refunds will be given.
- CFAC Administrators and Staff are NOT liable for anything concerning you, your booth, your workers, your customers, etc., this also includes Tax ID's, etc. that YOU may need for your business, we hold no responsibility for anything to do with your booth.

- Children and pets: If you bring your children or a pet, please be courteous to the other Vendors and watch them. Children under the age of 15 will not be allowed to run around by themselves as the CFAC is not liable for their safety. Pets must be on a leash at all times. Please pick up after your pets.
- Cleaning: Vendors must clean up their booths/booth area after the show. This includes:
 - Cleaning your area.
 - Pull up blue tape.
 - Breaking down and throwing away boxes, trash, zip ties etc. Boxes must be broken down before you put them in the dumpster
 - Trash must be taken out to the dumpsters.
 - If you rented a table from us, please wipe it down (cleaning supplies will not be provided) and return to the location you picked it up from.
 - You and all your gear must be packed up and out within 3 hours. There are some exceptions. We understand if you have 2-3 booths and have a lot of products that takes longer to pack up.
 - You must tear down your booth before you pull your vehicle up and block the entrance for everyone else. If you do not have your booth packed first, we will ask you to relocate your vehicle until you do.
 - No parking vehicles in front of loading / entrance during the show hours.
- If you are unable to attend, please notify us 48 hours prior to Open House so that we may fill your vendor space with another artist. Failure to do so will be a violation against you and can impact whether you will be able to return as a vendor.

Violations

To maintain the quality of art and atmosphere that we strive for during our events, if an Artist/Vendor violates one of the rules for Open House there are consequences. In this order the following will be given: a warning following the violation/event (maximum of 3), once the third violation has been recorded any further violations will require a review from the committee and could result in relocation, restrictions, or removal from showing at Open House or First Saturdays. Discussions will be available with owners to discuss future viability of return as a vendor.

While we do not wish to do this, our mission and the expectations of the public must be upheld to the best of our ability. So long as there is open and honest communication between all artists, vendors, and our office all issues can be resolved.

***Indicates required information!**

I, * _____, (print name) have completely read and agree to these terms and conditions. I understand that by signing this form I am bound to the rules and regulations set by The Chicken Farm Art Center hosting this and all art events. I verify that all information supplied on my application is current and accurate. I understand that this is an application and does not warrant acceptance to show during Open House and that if approved I will be contacted by The Chicken Farm Art Center and notified accordingly. Furthermore, this application does not serve as an application for First Saturday Events. Please apply separately for First Saturday events at the First Saturday link on our website.

*Date: _____

*Signed: _____

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