



Recycle Santa Fe Art Festival

November 8, 9 & 10, 2024

Santa Fe Community Convention Center—201 W. Marcy St

Friday Night, 5 PM to 9 PM; Saturday 9 AM to 5 PM; Sunday 10 AM to 5 PM

Set-up: Fri., Nov 10 at 8 AM. Space must be ready by 4:30 PM on Friday.

Space Fee: \$395, includes **Application Fee and City of Santa Fe Special Event License**

Dear Artists,

Thank you for your interest in participating in the 2024 Recycle Santa Fe Art Festival!!! This marks our 25th year! We're excited to celebrate recycling and art with you once again!! **Art market applications are due September 27, 2024.**

We will have our recycled material art market, Trash Fashion & Costume Contest, adult and student juried art exhibits and make and take art activities this year.

The booth fee is \$395 and all art market vendors will need to be there all three days of the art market. Half booth spaces (5'x10' space) are available for a total of \$225 and shared booths are available for an additional \$50 per artist (maximum of three artists). For a half booth, we'll simply give you a smaller half booth space for shared booths you all apply as one group. **We will try our best to accommodate these requests, but we have a limited number of half booth spaces.**

The event takes place at the Santa Fe Community Convention Center in downtown Santa Fe, just blocks from the historic plaza. The address is 201 W. Marcy Street.

Please take the time to thoroughly read this document to learn about the Art Market. It has a lot of the important details in it that you'll want to know!!

Aside from the Art Market, there are four other ways that artists can participate in the festival.

- 1) Trash Fashion & Costume Contest—Consider making an outfit for Friday night's fantastic Trash Fashion Show! It's also a great way to showcase any pieces of WEARABLE recycled art that you may be selling in your art market booth. Details about this are at <https://www.recyclesantafe.org/fashion-show/>
- 2) Juried Art Exhibit—this is the gallery, style exhibit during the festival. Applications are \$60 to submit up to three pieces to be considered for the show. You can be a part of the art market and be in the juried art exhibit or you can just be in the juried art exhibit or just be in the art market! More info about this and an online application are at <https://www.recyclesantafe.org/art-exhibition/>
- 3) Student Juried Art Exhibit—For recycled-material artists ages 0-18, a great way to introduce your kids and their friends into the world of recycled art making. More info can be found at <https://www.recyclesantafe.org/student-art-page/>
- 4) Make & Take Art Activities—We will host Make and Take art on Saturday and Sunday so artists of all ages can enjoy making items from discarded materials. A limited number of art market vendors can earn partial scholarships towards their booth fees if they design and/or lead recycled-art making activities for our Make and Take art area. If you're interested in this, please contact me.

We look forward to getting your applications and seeing all of your creative recycled art! Thank you!

Sincerely,

Sarah Pierpont



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It's wordy, but please take a moment to read this entire document—many of your questions can be answered in the information provided below. Thank you.

DEFINITION OF RECYCLED

All work displayed must be original, **at least 75% recycled/re-used**, produced by the exhibitor, and the artist must be present during the entire market. Our criteria for recycled is using elements that were originally manufactured and would be thrown away or recycled/reused, if it were not for your creativity to reformat it in a manner different from its intended original use. A good criterion is that the materials you use are considered junk, or would have ended up in the landfill or recycling center if you hadn't rescued them for art. For our purposes, materials from nature such as rocks, sticks, leaves, bones, dirt, water, etc. are not recycled. Items upcycled from thrift stores, etc do meet our definition. Questions about this definition? Please call Sarah at 505-603-0558

SPECIAL EVENT LICENSE / CRS REQUIREMENT

The City of Santa Fe requires a Special Event License (SEL) to vend items within the City. We will get this for you, but you have to complete the attached form! **The SEL form MUST be filled out and returned WITH YOUR APPLICATION form and your space fee and it requires a NM Tax ID number (also known as a CRS number).** See links on the online application for details about how to get this.

VENDOR RESPONSIBILITIES

Artist is responsible to supply all booth equipment; displays, additional lighting, special tables, cloths, chairs, background walls if needed, etc. Booths must be self-contained. We cannot use existing walls for display or support of exhibition. We do have 8' and 6' banquet tables (30" wide) available. If you'd like tables, please note so on your application. Electricity is available, but please bring extension cords, ground tape and multi-plug units to extend electricity from outlet located in the back area of your booth to the areas of your booth. Exhibit area is carpeted. Exhibit space will be locked during non-show hours and security will be present during show hours and load in/out. Responsibility for any damage, theft or loss of work left overnight is that of the artist. The space will be open 1 hour before and 1/2 hour after the show. Please bring enough lights to adequately light your booth.

TABLES

6' & 8' banquet style tables are available and included in the exhibitor booth fee however you must note on this application how many tables you would like at your booth space (3 max).

FESTIVAL POSTCARDS

2024 Recycle Santa Fe Art Festival postcards are available to participating artists in batches of 25 for \$8 or 50 for \$12.

BOOTH SPACE

All booths will be given a 10' x 10' space. All spaces will be assigned by the Festival Committee and no changes will be made. Best efforts will be made to accommodate specific requests, but we can make no guarantee of placement. There is a limited number of Saturday/Sunday only booth spaces. These booths set up on Saturday early morning after the stage and seating from the Friday night Trash Fashion Show has been removed. These booths are \$295 per booth. Double booth spaces are available for \$790. One and a half booth spaces may be requested for \$593 and we will try our best to accommodate that request. The online form doesn't allow you to register for half booths (e.g. the quantity cannot be 1.5). If you DO want a 1.5 booth space (10x15), sign up for a full booth space and contact Sarah (sarah@recyclesantafe.org) to confirm the additional half booth space and make payment for the extra \$198.

BOOTH SHARING FEE

\$50.00 additional per person. Submit photos for each artist. Each vendor must have their own Special Event License (SEL) and NM Business Tax Identification (CRS#). Please send in application(s) and SEL form(s) for each sharing artist. Maximum three per booth (exceptions for art cooperatives). We can assist in finding a booth-mate if needed and/or give you a smaller booth space.

APPLICATION DEADLINE / CANCELLATIONS

The Art Market & Juried Exhibit will be held in the ballroom at the Santa Fe Community Convention Center (**201 W. Marcy Street**). Participating artists from previous years will have preference, however past participation does not ensure entry into the show. **Applications must be received by Friday, September 27th.** The latest date to notify of cancellation and receive a full refund is October 11, 2024. A 50% refund will be issued after October 25, 2024. Any cancellation after that date will mean forfeiture of your fee, unless the space can be sold to another artist.

NOTICE OF ACCEPTANCE

All entries are judged for quality and to ensure that art meets the definition of recycled outlined above. A notice of acceptance will be sent as soon as possible following the September 27th application deadline, if not sooner. All applications are not complete without a credit card payment. If an artist is not accepted, they will receive a full refund.

GRATUITOUS GIVEAWAYS & PRIZES

We plan to give away donated artwork for prizes and as a way to thank our many volunteers. If you'd like to participate, please check the box on your application and bring the item that you would like to donate to the registration table during the show.