



2006 Winter Arts Faire

Friday, November 24th, 1 - 7pm
 Saturday, November 25th, 10am - 5pm

Ted Ferry Civic Center, Ketchikan, Alaska

Booth Application

Office Use Only:

Booth # _____

Amt pd _____

Date pd _____

cash ___ ck ___ cr ___

Mship exp: _____

Name (Individual, organization) _____

Address _____ Phone _____

Please complete this worksheet to calculate your total.

If you have any questions, please call us at 225-2211.

Are you an Arts Council member? If so, membership current through _____
 (Individual memberships are \$25, family memberships are \$40. Contact us for more information.)

	KAAHC Members	Non members	Sub Total
Artist booth.....	\$65	\$90	_____
Will you need electricity? (one device per booth)	\$10	\$10	_____
Will you be selling any of these items? <input type="checkbox"/> gift packs of items not made by you <input type="checkbox"/> imported handcrafted items			
If so, there is an additional fee:	\$50	\$50	_____
Table rental (6' x 18"; limited # available:	\$5	\$5	_____
if you contact KAAHC prior to the event) (Table cloths and table skirts available for rent directly from the Civic Center: 907-228-5655)			
		TOTAL DUE:	_____

Please give us a 4-5 word description of your booth for use in the Faire program. _____

Please describe completely any art or craftwork you intend to sell: _____

Yes, I am willing to donate an item from my stock for a door prize.

For 2005 booth-holders: I would like the same booth as 2005
 I would like to be on the waiting list to change booths.
 My preference(s) would be _____

Final deadline for booth registration: Wednesday, November 15th.

Booth guidelines on reverse

BOOTH GUIDELINES (DON'T SKIP THIS SECTION)

FAIRE DATES, SET-UP SCHEDULE, DEADLINES, REFUND POLICY:

- **Faire dates:** Friday, Nov. 24th, 1 - 7pm Saturday, Nov. 25th, 10am - 5pm at the Ted Ferry Civic Center.
- **Set-up times:** Wednesday, Nov. 22nd from 5-8pm, and Friday, Nov. 24th from 10am - 1pm.
- **All booths must stay open until the end** of the Faire each day and participate both days. If you close up early or do not show up on both days, you will not be included in next year's Faire.
- **Refunds:** The last day for reserving a space is Wednesday, November 15th. After that date, no refunds will be given.

BOOTH DIMENSIONS, RESTRICTIONS, ELECTRICITY, ETC.

- All spaces are 6' x 6', except hallway spaces, which are approximately 5' x 7'. Your booth must remain within the outlined space.
- Certain booths are restricted in height. Booths #21-26 (in front of the stage) #48, 57-60 (on the stage) may not have backdrops higher than 5'.
- You must provide your own table, chairs, booth display, etc. **Please make it festive.** There are a limited number of tables available to rent, but this must be arranged with the staff of the Arts Council prior to the event. Keep in mind that people are interested in creatively displayed items - SO DECORATE THOSE BOOTHS, BE CREATIVE! (Prize for the most festively decorated booth: a free booth for next year's WAF.)
- There are a limited number of electric spaces. Electric spaces are allowed only 1 cord to plug into one outlet. In other words, USE extension cords and DO NOT USE power strips.

SHARING BOOTHS

- If you are sharing a booth with another artist, we require that each artist be a member of the Ketchikan Area Arts & Humanities Council (KAAHC).
- Limit of one booth per artist.

BOOTH CONTENT

- The KAAHC reserves the right to remove any work considered inappropriate or not listed on this application. No manufactured or commercial work is allowed (Avon, Tupperware, PartyLite, etc).
- Work must be original; works from kits or copies are inappropriate for the Winter Arts Faire and will not be accepted.
- Work must display high-quality craftsmanship.
- Food (baked goods, beverages, etc.) MAY NOT be sold at artist booths. Homemade canned goods, jams, jellies, etc, may only be sold with prior approval by KAAHC. If you don't tell us, you

FOOD BOOTHS:

- A limited number of food booths are available in the lobby. **If you are a food-booth holder, YOU MUST FILL OUT THE PROPER FORMS WITH THE FOOD INSPECTOR.** (Shawn Ryan, Department of Environmental Conservation, 540 Water Street, Ketchikan, AK 99901. Telephone: 907-225-6200.) The DEC has the authority to close down food booths that don't meet their requirements -- please make sure that you know what is required.

Spaces will be sold on a first-come, first-served basis October 25th - November 15th, 2006.

The Ketchikan Area Arts & Humanities Council is at 716 Totem Way, Ketchikan, AK 99901.

Office hours are M-F, 10am -6pm. Phone: (907)225-2211. Fax (907) 225-2330

Thank you for participating in the 2006 Winter Arts Faire.