



## FMVA Holiday Art Sale

**Saturday, November 11 \* 10am-5pm**  
**Sunday, November 12 \* noon-5 pm**  
**Moorhead Center Mall**

Fargo Moorhead Visual Artists partners with Moorhead Center Mall to invite FMVA members to display and sell their original art in a comfortable shopping environment during the FMVA Holiday Art Sale. Along with selling art, this is an educational event where artists are encouraged to discuss their work and **must be present** throughout the entire event. The event provides artists with an opportunity to publicize their art, display their work, and develop relationships with the customers and public.

### FMVA Holiday Art Sale Prospectus

**November 11 & 12, 2017**

All correspondence between the committee and artists is electronic. Participants must be FMVA members. Application is free. Participation fee is \$50.00, which assists in paying for the event and promotional materials. This event does not generate additional revenue for FMVA. All money collected is used to produce and market the event. If your application is not accepted, your check will be destroyed.

### **September 5: Electronic application and postmark deadline**

Send these items electronically to [mulciberglass@hotmail.com](mailto:mulciberglass@hotmail.com)

\* 4 jpeg images of artwork

\* 1 jpeg image of booth—assists in the location of booth

\*Word document with your name, business/studio name, mailing address, email address, URL, phone numbers (label as cell, home, studio), MN ST-19 form.  
([http://www.revenue.state.mn.us/Forms\\_and\\_Instructions/st19.pdf](http://www.revenue.state.mn.us/Forms_and_Instructions/st19.pdf))

Note if you need electricity & if you have your own display furniture (especially rear walls).

Mail the following to  
FMVA c/o Jon Offutt  
4824 12<sup>th</sup> St. S.  
Fargo, ND 58104

\*Signed Artist Agreement & Waiver of Liability (page 3) and

\*A 50.00 check for participation made out to FMVA

Send electronic materials and questions to [mulciberglass@hotmail.com](mailto:mulciberglass@hotmail.com) Artists will receive e-mail notice when complete application is received. **DO NOT send partial applications!**

### **September 12: Acceptance Notification**

Applicants are juried by September 10 and are notified of their status by September 12. More images maybe requested for promotional purposes.

## **September 26: Additional information**

FMVA will send an informational email with booth assignments, marketing information and FMVA Professional Practices Booth Suggestions.

### **Additional Information:**

**Location:** Moorhead Center Mall—North/South hallway in front of Herbergers

**Dates:** Saturday, November 11 (10am-5pm) and Sunday, November 12 (noon-5pm)

**Space size:** Approximately 12' X 6' (lengthwise down the hallway) Booths MUST remain within 6' of mall wall.

**Costs:** Application is free. \$50.00 fee for a booth space. MUST be a current member of FMVA. The participation fee assists in funding the event and promotional materials.

**Set Up:** Set up may begin Friday, November 10 from 3-9 pm.

**Booths:** Need to provide your own chair(s) and display furniture/tables. MCM and FMVA do NOT provide these items. You will receive an artist packet: name tag, booth tag, evaluation form and other items.

**Exhibitors:** Must be a current member of the Fargo Moorhead Visual Artists. Work must be the exhibitor's own original creation (design and execution). All work must be hand-made. We do not allow these items: food products, items made with kits, resale or wholesale items. This is a juried show allowing quality work. Exhibitors must not tear down or begin to pack until listed time each day. Artist must be present throughout the entire event.

Exhibitors are responsible for collecting their own Minnesota Sales Tax.  
Minnesota Tax ID Information: 1-651-296-6181 or [www.taxes.state.mn.us](http://www.taxes.state.mn.us)

### **Exhibitors Liability:**

Exhibitors accept full responsibility for any loss, injury, or damage to persons or personal property that may be sustained while on said property. Moorhead Center Mall and Fargo Moorhead Visual Artists will exercise care and precaution, but will assume **no** responsibility whatsoever for any property in the exhibit areas, on the premises or in any of the parking areas. For more information, see page 3.

### **Booth Reservation:**

All materials must be received by September 4. If your application is not accepted, your check will **not** be cashed and will be destroyed.

For further information, Contact: Jon Offutt at 701-298-3936 or [mulciberglass@hotmail.com](mailto:mulciberglass@hotmail.com)

## Artist Agreement & Waiver of Liability

- I understand my signature attests that I have read the materials accompanying this form and agree to abide by all rules and policies set forth in it.
- I presented images of my original artwork and the work I bring will be of similar quality and style as represented in the images submitted.
- I grant permission to Fargo Moorhead Visual Artists to use my application materials, name and any photo or image I have submitted for publicity purposes, without compensation.
- I understand that I am required to be present for the entire event.
- I understand that I am totally responsible for my exhibit, including (but not limited to) the method of display, setting it up, selling and taking down the display booth.
- I will provide all display materials for the booth.
- I understand any proceeds derived from sales will be entirely my own, and I am entirely responsible for collecting and reporting any Minnesota state and local sales taxes.
- I waive Fargo Moorhead Visual Artists and Moorhead Center Mall from all liabilities, causes of action or claims that may be incurred on behalf of myself or my agents in conducting business during the time authorized for FMVA Holiday Art Show.
- I accept all liability for any lost, stolen or damaged items caused by the operation of my booth, including the sale of all products and services occurring at such booth. I release Fargo Moorhead Visual Artists and Moorhead Center Mall from all responsibility for loss, damage or theft of my work or other materials.
- I understand that Fargo Moorhead Visual Artists and Moorhead Center Mall assume no liability of vendor workers. This contract does not constitute a partnership or third party contract.
- I expressly relieve Fargo Moorhead Visual Artists and Moorhead Center Mall of any liability that may have arisen by reason of operation of my booth.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **FMVA MEMBERSHIP by Check Form**

We encourage members to pay membership electronically at [fmva.org](http://fmva.org). It is faster and easier for our volunteers. However, we understand that some members feel more comfortable paying by check.

If you would like to pay for FMVA membership by check, please fill out this form and attach an additional check made out to FMVA and mail in the same envelope as the participation fee.

Individual \$30.00

Student \$15.00

**FMVA Mission:** *Promote and support quality visual arts by educating and encouraging visual artists and their communities.*

**FMVA Membership:** annual membership fees provide the following benefits and more:

Exhibit in members-only shows: Little Show, Big Art Show, Constraint Show

Join us at our socials: Visual Talks, Critiques, Art Burn, Visiting Artists' Studios

Collective voice: Over 190 members and Group Partner of The Arts Partnership

Art Transportation to these exhibits: Pekin, Jamestown, and Fergus Falls

Communications: monthly informational newsletters, emails, facebook (group & page).

### **FMVA Membership Information for Directory:**

Please print very clearly.

Name \_\_\_\_\_

Studio Name \_\_\_\_\_

Address \_\_\_\_\_

URL (Website) \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_