MAILED APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY 4PM, May 17, 2019

IMPORTANT: Registration deadlines, procedures, and fees may have changed. Please review this information carefully before submitting your application.

Event: The 46th Annual Lemonade Concert and Art Fair is sponsored by the Department of Campus Involvement at St. Cloud State University. The Lemonade event traditionally has over 11,000 people in attendance. Throughout the day there will be music groups, roving performers, a wide variety of foods, a children’s art and entertainment area and an evening symphony orchestra performance.

Location: St. Cloud State University campus grounds on 6th Street South and 1st Avenue, St. Cloud, MN

Date: Thursday, June 27, 2019 (rain or shine)

Time: Set-up: 7 a.m.-11 a.m.
     Arts and Crafts Fair: 11 a.m.-8:30 p.m.
     Children’s Art and Entertainment Area: 11 a.m.-6 p.m.
     Evening Concert: 7:30 p.m.-8:30 p.m.

Mobile Friendly Vendor Map: www.lemonadeartfair.com

Registration Deadline and Notice:
March 22, 2019: Early registration deadline; Vendors must register by this day to be guaranteed their previous years’ specific booth space (if accepted and space is still suitable and available for placement). Vendors meeting this deadline will be notified of their status by April 5, 2019 (if an email address was provided).
May 17, 2019: Final registration deadline; Applications must be postmarked or delivered by 4pm. We will make an effort to accommodate requests for specific spaces but cannot make guarantees. We will consider all applications received by this date. Notification of status will be made on an on-going basis.
May 30, 2019: All accepted vendors will be sent electronic confirmation materials (including parking pass, set up information, booth notes, rain plan, etc.) to their listed e-mail address.

Registration Fee: $60.00 per booth space plus a $10 processing fee per application -- Checks made payable to St. Cloud State University (SCSU). Booth fees will only be charged if you are accepted into the fair. The processing fee is non-refundable. If paying by check, please submit separate checks for the booth fee and application fee. A $25 late fee is accessed for applications received after May 17, 2019.

Contacts:
Artist Coordinator: lemonade@stcloudstate.edu  E-mail is best form of communication
St. Cloud State Assistant Director of Campus Involvement: David McCandless (320) 308-2205, dlmccandless@stcloudstate.edu

How to Apply (2 options):
1) Complete the enclosed application form or print and complete the on-line form, and send it along with payments (Please make checks out to SCSU) to:

Lemonade Art Fair Registration
Department of Campus Involvement
Atwood Memorial Center Room 134
720 4th Avenue South
St. Cloud, MN 56301
2) Online registration process – St. Cloud State contracts with ZAPPlication, a vendor providing registration services to more than 500 art fairs across the U.S. Our event can be found by visiting this page:

https://www.zapplication.org/event-info.php?ID=6862

ZAPP uses safe and secure online payment processing technology. Artists wishing to pay by credit card must apply through ZAPPlication. ZAPPlication accepts major credit cards and PayPal. THE DEADLINE FOR ONLINE APPLICATIONS IS MAY 20, 2019.

Important things to remember:

ALL entries must attach photos (Including those that have participated in the past). Photos must be reflective of what vendors intend to sell at the event. Misrepresentation may be grounds for immediate removal from the fair.

For 2019, we are accepting art and crafts within a number of categories, including:

Artisan Home & Body: This limited category includes items such as candles, soaps, lotions, salves, and fragrances. Items are to be considered based on artistic message/value. No commercial products are allowed

Ceramics/Glass: Original work other than jewelry. No molds or other forms of mass production allowed

Digital Art: This category includes any original work for which the original image, or the manipulation of other source material, was executed by the artist using a computer. Work in this category must be in limited editions, signed and numbered on archival quality materials. Traditional photographs taken through a digital media should apply in the photography category

Fiber: All work crafted from fibers including two-dimensional, basketry, embroidery, weaving, leatherwork, tapestry and papermaking. No machine tooling, machine-screened patterns or other forms of mass production are permitted. Wearable items of any kind should be listed under the wearable art/apparel category

Functional Art: 3-D creations which serve a purpose such as implements, furniture, doll houses, wind chimes, kaleidoscopes, etc.

Hand-made artisan food: pre-packaged artisan food items prepared offsite in a licensed facility and not packaged or intended for on-site consumption to include jams or jellies, honey, or similar products. These booths/products will be sold only in a designated area of the event in conjunction with the concurrent farmer’s market. Vendors should be aware of relevant food safety laws (including Cottage Food Law if applicable) and may be required by SCSU to provide proof up to $2 million in liability insurance. A copy of your current licensure information is required for artisan food applications.

Jewelry: All jewelry whether the work is produced from metal, glass, clay, fiber, paper, plastic or other materials must be entered in this category. No commercial casts, molds or production studio work is allowed. No strung pearls or beads

Metalwork: Includes all non-sculptural, non-jewelry works crafted from metals. No production studio work is allowed

Painting/Drawing: Works created in oils, acrylics, watercolor, pencil, charcoal, chalk, pastels, inks, etc. are in this category. Reproductions are prohibited except prints of the artist's original work, signed and numbered on archival quality materials.

Photography: Photographic prints made from the artist's original image, which have been processed by or under the direct supervision of the artist. Photographers are required to disclose both their creative and printing processes. At least 50 percent of an artist’s work in this category must be in limited editions, signed and numbered on archival quality materials.

Sculpture: Three-dimensional original work done in any medium

Wearable Art/Apparel: Worn clothing and accessories are accepted in this category, including hand-woven or hand-sewn clothing, hand-screened or hand-painted by the artist ready-made clothing. No machine tooling or machine-screened patterns are permitted

Woodworking: Original works in wood that are hand-tooled, machine-worked, turned or carved

Handcrafted arts and crafts only. The brand of this event as a showcase for handcrafted art and crafts is very important to SCSU. No imports, commercial jewelry, kits, pre-molded ceramics, or manufactured items are allowed. Items will be reviewed on site and vendors selling items deemed not to meet this standard may be asked to leave immediately without a refund of the registration fee. Artists are requested to submit a statement on their process to be considered for acceptance.

If accepted, watch for your electronic confirmation materials. Booth space assignments, parking permits and further day-of-show information will be sent via e-mail to accepted vendors. Artists are to furnish their own props. Space allotment is 10’x10’ and NO staking will be allowed. Vendors are responsible for load-in and load-out; SCSU does not provide these services. Please review your confirmation materials closely to ensure accuracy of your booth location and any special requests.

If not accepted, your registration fee will be refunded less processing. Applications received or postmarked after May 17, 2019 must submit a $25 late fee in order to be considered. Late fees will only be assessed if the application is accepted.
FOR OFFICE USE ONLY

____ Check#  ______ Amount  ______ Check#  ______ Amount
____ Special request  ______ ST-19 Form  ______ Food License (artisan food vendors)
____ Booth Number/s  ______ Check-in  ______ Parking  ______ Confirmed

Artist Application Form
46th Annual Lemonade Concert and Art Fair
Thursday, June 27, 2019

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY 4PM, MAY 17, 2019

Artist/Contact Name (please print): ________________________________________________

Business Name (if applicable): ________________________________________________

Address: ______________________________________________________________________

City: ___________________________  State: ___________________  Zip: ___________

Phone: (          ) ______-________    Fax: (          ) ______-________    SCSU Alumni? (Y / N)

E-mail/s: __________________________________________________  (failure to provide may result in notification delays)

Website (if applicable): _________________________________________________________

Description of Art or Craft: _____________________________________________________

Category of Art of Craft (please circle up to two): see descriptions on information sheet

Artisan Home & Body  Ceramics/Glass  Digital Art  Fiber  Functional Art
Hand-Made Artisan Food  Jewelry  Metalwork  Painting/Drawing  Photography
Sculpture  Wearable Art/Apparel  Woodworking  Other

Indicate the price range that best fits your items (please circle only one)
This information is for placement consideration only and will not be listed for public information

$ Most items are between $1-$30  $$ Most items are between $30-$75
$$ Most items are between $75-$150  $$$$ Most items are more than $150

Do you have a canopy? (YES)___ (NO)___  If you checked yes, no staking is allowed due to an underground sprinkling system and other underground utilities.

If applicable, do you prefer the space you had last year? ___ (YES) ___ (NO, want different space) ___ (NO PREFERENCE)

Let us know if your booth can be set upon a slight incline, keeping in mind that we cannot put every canopy on a completely flat surface (please circle one):

completely flat  slight incline ok  no preference  other: ____________________

To help us place you for parking – please indicate the type of vehicle you will be driving:

_______ Standard size car/truck
_______ Standard size car/truck with trailer
_______ Other (please specify): ____________________

**A very limited number of 2nd parking passes are available for $10—you must contact us at lemonade@stcloudstate.edu to make your request. Unfortunately, not all requests can be granted. Payment will be prompted if approved. Artists purchasing 2 booth spaces receive a 2nd permit at no charge (upon request).
Waiver of Liability and Acceptance of Terms and Conditions

I agree to indemnify St. Cloud State University, the Department of Campus Involvement, Minnesota State, the State of Minnesota, or anyone connected with the Lemonade Concert and Art Fair and hold them harmless against all actions, claims, liabilities, losses, costs and expenses which may arise in connection with or resulting from the Lemonade Concert and Art Fair on the St. Cloud State University campus grounds. This includes claims for bodily injury or death of persons and for loss of or damage to property, whether the same is due to negligent act or omission of this organization, their agents, employees, or otherwise. I verify the information I am submitting is accurate to the best of my knowledge. I understand that misrepresentation of myself or my product may result in immediate removal from the Lemonade Concert and Art Fair. I understand that no refunds are available once my application has been accepted. I agree to abide by the above-listed terms and conditions.

Signature:____________________________________ Date:__________________

Required Attachments-If you prefer to e-mail attachments, please send to lemonade@stcloudstate.edu

1.) Process Review Statement (see next page)
2.) 4 Application Photos [All vendors must submit 4 photos of their artwork (including a booth set-up shot) for review and to help us accurately determine how to list them in our promotional materials.]
3.) Minnesota Department of Revenue form ST-19
4.) Artisan Food Vendors Only: Copy of Food License

I give permission for my submitted photos to be used as part of my vendor listing on the event website and vendor app.______ (initial here)

Payment Information

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<th>Item</th>
<th>Cost</th>
<th>Quantity</th>
<th>Total</th>
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<tbody>
<tr>
<td>Art Vendor Booth Space</td>
<td>*$60</td>
<td>_____</td>
<td>$_______</td>
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<tr>
<td>Application Fee</td>
<td>$10</td>
<td>1</td>
<td>$10</td>
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<tr>
<td>Late Fee (all applications postmarked or received after May 17, 2019)</td>
<td>$25</td>
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*If your booth is an on-location based artwork (i.e. henna), you may be subject to a higher booth fee. Please inquire with artist coordinator.

If paying by check, please submit separate checks (made payable to SCSU) for booth space(s)/late fee and application fee. Late fee only charged on accepted applications.

We are only accept credit card payments via our online registration platform, ZAPPlication.org. To register online, please visit: https://www.zapplication.org/event-info.php?ID=6862

Artists will need to register and create a profile on ZAPP (https://www.zapplication.org/register.php) if they have not already, the service is entirely free to artists. ZAPP hosts registration for more than 15 art fairs in Minnesota, and your profile, once created, can be used to apply to other events.

ZAPP uses safe and secure online payment processing technology. Artists wishing to pay by credit card must apply through ZAPPlication. ZAPPlication accepts major credit cards and PayPal. THE DEADLINE FOR ONLINE APPLICATIONS IS MAY 20, 2019.

If not using online registration, please return this form and your checks made payable to SCSU to:
Lemonade Art Fair Registration
Department of Campus Involvement
Atwood Memorial Center Room 134
720 4th Avenue South
St. Cloud, MN  56301

Questions??? Email us at lemonade@stcloudstate.edu
2019 Lemonade Concert and Art Fair
Art Vendor Process Statement

Complete and attach this statement to your application for art vendor consideration.

Please note, submission of 4 photos of art work, including a booth, shot are required.

Vendor Name: ___________________________  Vendor Name 2: ___________________________

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<tr>
<th>Items to be sold at 2019 event:</th>
<th>Details on specific process and materials used to create item:</th>
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Please attach additional pages if necessary. Photos can also be e-mailed to address below.

If you do not create items yourself, we kindly ask that you do not submit an application to the event as we are striving for a hand-made only arts and crafts event. Thank you.

Questions??? Email us at lemonade@stcloudstate.edu