RETZER NATURE CENTER

presents

Arts and Crafts Fair

and

Apple Harvest Festival

When: Saturday, September 19, 2015

Where: **Retzer Nature Center**
S14W28167 Madison Street
Waukesha, WI 53188

Retzer Nature Center is holding a large, family oriented festival on Saturday, September 19, 2015. We expect over 4,000 people to attend this event, which will have a nature and agricultural heritage theme. In addition to the arts and crafts fair, there will be nature walks through prairie and orchard, apple cider, apple pie judging, nature games for children, and a musical performance. There will also be an auction to raise money for the nature center. An extensive publicity campaign is planned for the day.

The arts and crafts fair will have a natural and/or heritage theme. All items must be original work. Kits are not permitted. All exhibitors must meet two of the following criteria:

1. Theme or subject matter of the artwork or craft item must be nature/wildlife related;
2. Materials used must be natural materials (natural dyes, wood, clay, etc.);
3. Craft must utilize or reflect skills of our pioneer or Native American heritage (blacksmith, woodwright, spinner, etc.).

We prefer to accept exhibitors who

— have done the work they are exhibiting themselves, rather than exhibiting the work of others;
— are using original ingredients and components that they have found or made themselves, rather than using purchased ingredients;
— have items with a fresh, original, or uncommercial look, rather than a commercial look;
— do a particular art or craft, rather than "full service crafters" with many different kinds of items.

DISPLAY SPACE

Each exhibitor receives one 12' x 12' outdoor exhibitor space. These may be on grass or on pavement, at the nature center's discretion. Exhibitors need to come prepared to set up on either surface. Chair(s) and 8' foot table(s) are available for rental. See application form. Rain protection for the space and its contents is the personal responsibility of each exhibitor. September is often breezy- exhibitors need to make allowances for this in their setup- canopy weights, wind proof displays, etc. One space allowed per exhibitor.

SCHEDULE

1. Set-up time is from 6:30 a.m. to 9:00 a.m. Exhibitors will receive a designated time slot to arrive and set up. Parking is separated from the exhibitor's area and cars are not permitted on the festival grounds during the festival hours.

2. Exhibit time is 9:00 a.m. to 5:00 p.m. Exhibitors are expected to be open for sales during this entire time.

APPLICATION FEES AND DEMONSTRATORS

1. All applications must be received by August 31.
2. Applications must be accompanied by 3-5 photographs, slides, or jpeg computer file showing the artist's/craftsman's work. Include your name on each photo or slide. Photos and slides will be returned. You can e-mail your photo's or jpeg file to us at retzer@waukeshacounty.gov
3. Because this is an educational as well as social event, we encourage exhibitors to demonstrate their art/craft at their booth. A $50 exhibitor fee is required with the application for those who do not demonstrate their craft. A reduced fee of $25 is required with the application for exhibitors who agree to demonstrate their craft throughout the day.*
   * Note that to qualify for the reduced fee, demonstration must show substantial creation of the art work or craft work, in an educational context.
4. Electricity is not available to exhibitors.
5. You will be notified of your acceptance or your fee will be refunded by September 8.

AUCTION

The Friends of Retzer Nature Center will hold a fundraising auction during the day. Exhibitors who donate a sample of their work to the auction will receive good publicity coverage, including a mention of name and business location when the item is auctioned. Please indicate on your application if you would be willing to donate an item.

APPLICATION

RETZER NATURE CENTER
ARTS AND CRAFTS FAIR/APPLE HARVEST FESTIVAL
Saturday, September 19, 2015

Name: _____

Business Name: _____

Address: _____

_____ Zip: _____

Phone Numbers Home: _____ Business: _____

E-mail: _____

Type of art or craft: _____

CRAFT VENDOR ORDER	
$50.00 exhibitor fee. I will not be demonstrating my craft.	$
$25.00 exhibitor fee. I agree to demonstrate my craft throughout the day. Please describe what you will do on the back page. Demonstration needs to have an educational context.	$
Table Rental: _____# of Tables(s) x $10.00 each	$
Chair Rental: _____# of Chair(s) x $5.00 each	$
TOTAL BALANCE DUE	**$**

_____ I will donate an item for the auction.

(Please describe item) _____

Please give us a description of your work and/or your background as an artist/craftsman for publicity. (Please use the back of this application):
My art/craft meets the following criteria (minimum of 2):

_____ 1. Nature/wildlife-related theme

_____ 2. Uses natural materials

_____ 3. Reflects or uses skills of pioneer or Native American heritage

1. I agree to have my booth open during the entire exhibit time of 9:00 a.m. - 5:00 p.m.
2. I understand that rain and wind protection for my booth is my own responsibility.
3. I will defend, indemnify and hold harmless Waukesha County and all of its officials, officers, employees, departments and boards from and against all liability and all claims, demands, judgments, costs and expenses, including attorney fees, due to death injury and damage that is related to or arises from the activity described above. It is understood that this Agreement is intended to be as broad and inclusive as possible in order to afford Waukesha County complete protection from any type of loss that is related to or arises from the activity.

Signature _____ Date _____

Return application with exhibitor fee & photos to:
Retzer Nature Center
S14W28167 Madison Street
Waukesha, WI 53188
Phone: (262) 896-8007 FAX: (262) 896-6822
E-mail: retzer@waukeshacounty.gov