

**Madawaska Valley Artisan Festival  
Vendor Application**  
Railway Station Park  
19503 Opeongo Line, Barry's Bay ON



## ABOUT THE FESTIVAL

The first Festival was an initiative of the Madawaska Valley Arts Council in 1984 and was a two-day event held at the ski hill south of Barry's Bay. It was truly a festival with a line up of musicians, arts and craft demonstrations, performing artists and workshops.

In 1991, MVAC partnered with the Barry's Bay Railway Station Restoration Committee and donated a portion of the profit to the restoration fund.

From then on, the festival has been held at the Railway Station Park. While it has been on hold the past two years due to COVID-19, we're excited to be bringing the festival back for 2022. The Madawaska Valley Artisan Festival is all about creating a festive summer atmosphere to celebrate handmade work.

## APPLICATION INFORMATION

Applications can be submitted via mail, email, or in person. Booth fee must be paid alongside an application. If your application has been declined, you will receive a refund cheque for the full amount.

### Payment Information

In some cases there may be a one-foot space between each booth. If you require more space, a second booth must be purchased. Payment can be made one of the following ways:

1. By e-transfer to [payments@madawaskavalley.ca](mailto:payments@madawaskavalley.ca). Please include a note with your name and "Artisan Festival" when sending money this way.
2. By debit, cheque, or cash in person at the Township Office (see address at end of form). Please make cheques out to Township of Madawaska Valley.
3. By cheque or money order by mail to the Township Office (see address at end of form).

### Eligibility

The intention of this festival is to build on our reputation of showcasing a broad variety of quality handmade work.

- The applicant must be the designer and maker of the work in his/her application
- If copyright images are used, you must include a copy of the permission agreement

The following will not be accepted:

- Work produced or sourced by commercial means
- Ceramics from commercial molds
- Work created using a commercial kit, commercial plans or patterns

Ready-made components are acceptable only where their importance is subordinate to the skill and design contributed by the maker and where their use is clearly appropriate to the nature and design of the work. Articles made from molds are acceptable only where the mold is the design of the artist or craftsperson or where the mold is obviously subordinate to the maker's creativity.

## Images/Support Materials

Please submit 5-10 images that represent the style and quality of the work you are intending to sell. Included in these images should be one image of your workspace and one image of your booth set-up. You may submit printed photographs or email jpg images (at a resolution of 300 dpi). Please number each image and include an image list. Do not include your name on the images as the jury process is blind (the jurors do not know the identities of the applicants).

Artist statement: For the purposes of the Madawaska Valley Artisan Festival, your artist statement should include information about yourself as an artist and the processes involved in creating your product. The statement can be a maximum of 100 words.

## The Jury Process

Space is limited, therefore not all applications may be accepted. All applications will be juried regardless of acceptance in previous years. Each application will first be evaluated in terms of the eligibility criteria. The application will then be looked at within its own media category in terms of quality and workmanship. The jury will consist of three people (artists, crafts-people and/or arts professionals). The jurying will be a blind process, meaning that the jurors will not know the identity of the applicants when evaluating their work.

The acceptance or decline of each application is at the sole discretion of the jury. The jury is not obliged to provide comment on any decision made. All decisions made by the jury are final. Only work similar to that which was juried will be allowed into the show. Vendors may be asked to remove items that were not represented in the application.

## Notification

### Set up and Take Down

Your booth number will be available to you no later than the day prior to the event. You may check in at the Railway Station on Friday evening until 8:00 pm or Saturday morning from 7:30 am. You may set up on Friday evening at your own risk (there will not be any security on Friday night).

Set up on Saturday morning is between 7:30 am and 9:30 am. Please be set up and ready for the public by 9:30 am. The show closes at 5:00 pm on Saturday. Please do not dismantle your booth until after 5:00 pm on Saturday.

The Railway Station Park has an underground sprinkler system that could be damaged by pegs being driven into the ground, so please use cement blocks to secure overhead structures. Vendors are required to supply their own table, chairs and backdrop, and appropriate shelter from the weather (rain and sun).

## Other Information

- **BOOTH SHARING:** Booth sharing is not permitted. Each business or organization is required to purchase their own booth.
- **PRICING:** The Madawaska Valley Artisan Festival values handmade work and encourages artisans to reflect this in their pricing. Please do not include any sale or discount signs in your booth.
- **SALES TAX:** It is the responsibility of the vendor to charge the appropriate sales tax for their situation.

- WASHROOMS: Public washrooms are available at The Railway Station.
- PETS: Exhibitors' pets are not permitted in the show. The Madawaska Valley Artisan Festival reserves the right to ask exhibitors to remove their pets from the show area.
- EXHIBITOR PARKING: Upon completion of set up exhibitors will be asked to park their vehicles in designated areas.
- DEMONSTRATORS: The Madawaska Valley Artisan Festival encourages artists who wish to demonstrate the production of their work. Any artist wishing to demonstrate must notify the committee in advance to discuss the feasibility of the demonstration.
- HYDRO: There is no access to hydro for vendors at the Railway Station.