

Jury Process

Four photographs, minimum, are required from all applicants, including returning artists. (One set of photographs is sufficient for ALL shows applied for simultaneously.) We are expanding the Jury Committee and will continue to jury applications as they are received. Notifications will be made as soon as decisions are reached.

PHOTOS REQUIRED: 2 (or more) of artwork or craft to be sold in the Square*
 1 of booth that will occupy the assigned space
 1 of the artist *creating* the artwork/craft

*Items unrelated to those in the photos may not be offered for sale in the booth.

Jury photos will be returned only in a **self-addressed STAMPED envelope** provided by the applicant after completion of the show(s) they were submitted for.

COURTHOUSE PLAZA RULES

- Booth space is 10 x 15 feet (150 square feet) **maximum** 2' x 15' storage space behind booth.
- Booth **must** be placed flush with the curb. (Exception – timeline spaces due to permanent flag poles.)
- Crates and boxes, all storage, must be raised off ground to allow airflow and minimize damage to grass. **Bring wood or PVC for this purpose.**
- No flooring may be used on grass. **Exception: BURLAP may be used in the event of rain/mud. Bring sufficient burlap for this purpose.**
- Vehicles are not allowed to drive or park on the brick driveways or sidewalks.
- Use of Plaza picnic tables, benches and trees to assist in your booth set-up is prohibited.
- Exhibitors are responsible for handling, erecting and removing display materials.
- No equipment or materials are provided.
- A portable fire extinguisher is strongly recommended for each booth.
- If damage is determined by Yavapai County, the exhibitor will be responsible for the repair/clean-up cost.
- Security is provided each night of the event...Exhibitors leave their work at their own risk.
- No representatives are to be sent in place of the artist.
- Booth must remain open during show hours.
- Exhibitors are prohibited from distributing literature of, or promoting any religious, fraternal, political, or commercial organization. Literature on the artist's/craftsperson's work or gallery is permitted.
- **No stakes** or displays may be driven into the ground; nothing may be affixed to trees. **Bring weights to secure your booth in the event of wind.**
- **All** items sold must be hand-crafted by the artist. Factory-reproduced designs on ready-made apparel is considered to be "resale."

Parking

- Exhibitor parking is not allowed on or around the Courthouse Plaza except to load and unload.
- Exhibitors shall move their vehicles as soon as unloading and loading is completed.
- Event parking shall be at Mile High Middle School field, which accommodates self-contained units

Check-in Times

Check-in begins on Fridays, at the Gazebo after 4:00pm. Set up will not start until 6:00pm or when the Judges leave the Courthouse.

Show times: 2-day shows – Saturday 9-5, Sunday 9-4
 3-day shows – Saturday 9-5, Sunday 9-5, Monday 9-3

Questions?

Any questions can be asked by emailing Scott or Jill Currey at scott@prescott.org or by calling 928-445-2000, x 12. Please use email when possible. Prior to mailing your application, make a copy for yourself for future reference.