



MUSEUM of NORTHERN ARIZONA

Celebrating the Colorado Plateau since 1928

Welcome Zuni Festival Artists!

It is time to plan for the **29th Annual Zuni Festival of Arts & Culture** at the Museum of Northern Arizona (MNA). This year's festival will be held over Memorial Day weekend May 24- 26, 2019.

Reminder: The Museum Shop will be accepting consigned items now through Tuesday, May 21, at 5 pm for sale during the festival. Questions? Call the Museum Shop Manager at 928.774.5213, ext. 238. **Consigned items are not eligible for the juried competition.**

Important Dates

Now – March 29: Early Bird Discount	\$200 Single artist booth fee \$300 Shared booth fee (one table only)
March 30 – May 3	\$225 Single artist booth fee \$350 Shared booth fee (one table only)
May 4 – May 18: Late Fees Applied	\$300 Single artist booth fee \$475 Shared booth fee (one table only)
Friday May 24 – 12 pm (AZ time)	Juried Art Competition
Friday May 24 – 2 pm	Booth Set Up
Friday May 24 – 6 to 8 pm	Member Preview & Silent Auction
Saturday May 25 – 9 am to 5 pm	Festival Day 1
Sunday May 26 – 9 am to 5 pm	Festival Day 2

Please Include

- Completed application form
- Artist's statement and/or biography
- Signed photo release (see page 4)
- Three photos per medium of your most recent work (electronic images accepted)
- Stamped and self-addressed envelope if you would like your images returned
- Copy of your tribal enrollment card or a copy of a letter from your tribe or agency on official letterhead signed by a senior tribal official or enrollment specialist, clearly verifying your enrollment (per 1990 Indian Arts and Crafts Act).
- Payment for booth fee including:**
 - Booth payment fee (based on date mailed)
 - \$25 nonrefundable application fee per artist

Important Notice:

- Effective January 2017, the State of Arizona took over the administration and collection of all Transaction Privilege Tax (TPT) for all Arizona cities. All vendors wishing to do business in Arizona must now apply through the state to obtain a state TPT license, as well as a TPT license for each municipality it wishes to do business in.
- The museum will no longer collect the City of Flagstaff \$15 Special Event TPT fee from each artist as it has in previous years.
- Included with your MNA festival application is a printout of the State of Arizona Form JT-1, Arizona Joint Tax Application. This form is to be filed with the State of Arizona, **not** sent back to MNA with your festival application. We have been told it can take several weeks for the state to process an application, so we encourage you to apply well in advance of your festival if you do not already have a state issued TPT license which includes the city of Flagstaff.
- Both the state and the City of Flagstaff have the right to audit an event to check for proper licensing of vendors, so we encourage you to have your license with you at your booth during the festival weekend.
- Additional information can be found on the State of Arizona Department of Revenue website [www.azdor.gov/TransactionPrivilegeTax\(TPT\)](http://www.azdor.gov/TransactionPrivilegeTax(TPT))

Booth Information

- Each artist must submit a completed application. Each artist is responsible for paying a \$25 application fee and for separately applying for their own Arizona TPT License (please see included letter for more information). Children 16 and under do not pay fees, but need to fill out an application for MNA records. **Full payment is due with application.**
- Booth Spaces
 - MNA will provide one six-foot table and two chairs for each booth space (including shared spaces). Additional tables (limit one per booth) and chairs may be rented (\$10 for a table, \$2 per chair).
 - Booths (one 6-foot table with 2 chairs) will be assigned on a first-come, first-served basis. Please mark on the map your preferred location (see page 3). Booth assignments subject to availability.
 - Museum volunteers will be available to provide up to 20-minute breaks.
 - All displayed artwork must be for sale and approved for inclusion.
 - **Oversized displays or racks may be charged an additional fee.** Please call the office for details.
 - **Exhibitor booths are required to be set up for the Member Preview by 4 pm on Friday, May 24.**
 - **Exhibitor booths will be open from 9 am to 5 pm on Saturday, May 25 and Sunday, May 26.**
- Shared Booths
 - You may share your booth with only one other selling artist.
 - If sharing a booth, indicate on your application who you are sharing with and how fees are being split/shared.
 - Each artist in a shared booth is responsible for submitting their own application and applying for their own Arizona TPT License.
- A full refund (minus the application fee) is available only if cancelation is submitted in writing 30 days prior to the Festival. No refunds will be issued for cancelations made after 29 days or sooner to the Festival date.

General Festival Information

- This is a juried festival; recent photos of artwork (3 of each medium entered) are required.
- All applicants will be held to standards and regulations established by the Indian Arts and Crafts Board.
- All displayed artwork must be for sale and approved for inclusion.
- MNA encourages artists to offer a wide variety of price points.

Awards

- The Museum of Northern Arizona “Awards of Excellence” competition is open to any artist accepted into the festival. Each artist may submit up to three items into the competition. More than \$4,000 in prize money and ribbons will be awarded at each festival. Categories include: Best of Show, Fine Art, Youth Art, Emerging Artist, the MNA Spirit Award, and many more. **Items for the competition may be dropped off on Friday, May 24, between 9 am-12 pm.** No items will be accepted after 12 pm.
 - Jewelry must be handmade of natural materials and must comply with the applicable federal and state regulations regarding natural materials. Acceptable commercial findings include cones, clasps, hooks/eyes, earring backs, bolo backs, pin backs, tiger tail, and fox tail. Commercially strung pieces will not be accepted.
 - Commercially-made items – t-shirts, mugs, printed items – are not permissible unless they are the artist’s original design.
 - Both traditionally-fired and kiln-fired pottery is accepted, but kiln-fired work must be labeled. Slip cast and commercial green ware will not be accepted.
 - Up to three pieces will be accepted between **9am-12pm on Friday May 24, 2018**
 - **No items will be accepted for judging after 12 pm (AZ time)**

Silent Auction

- Donating a piece of your work to the Member Preview & Silent Auction is a great way to have your work noticed. On **Friday, May 24, from 6-8 pm**, more than 300 people attend the Member Preview, and the money raised supports the Zuni Festival Awards of Excellence. Silent auction donations are accepted from all artists before 6 pm on Friday May 25. If you are interested in making a donation to the silent auction, please indicate so on page 3 of the application. Thank you for considering this opportunity.

For more information, call the Heritage Program office at 928.774.5211, ext. 217, or email Amelia George at ageorge@musnaz.org and/or Shadae Johnson sjohnson@musnaz.org ext 267.



(MNA Office use only)
 Date Received:

Zuni Festival Booth Application

Each individual artist (including youth 16 and under) must fill out an application

Name: _____

Tribal ID Number: _____

Address: _____

Phone Number/s: _____ Email: _____

Artwork/medium to be sold: _____

- YES**, I will donate an item to the Member Preview auction
- YES**, I would like an electrical outlet (*Extension cords and lamps must be provided by artist*)
- YES**, I am sharing this booth with (limit 1): _____
 (Each individual artist must fill out an application)

Number your choices for booth space 1-3 (#1 being your top choice). Mark location on the map below. Booth requests will be assigned based on availability and the order in which they are received. *Artists are not permitted to bring additional tables. Note: Food and beverages are not allowed in the Babbitt or Geology Galleries.*

___ Babbitt Gallery (A) ___ Geology Gallery (B) ___ JMG Historic Courtyard (outside) (C)

Please note any special requests: _____



Zuni Festival Booth Fee Payment

Incomplete applications and payments will not be processed

Name: _____

Booth Fee*	Price	Total
Post marked by April 6, 2018	\$200 Single \$300 Shared (Early Bird discount included)	\$
Post marked April 7-May 4, 2018	\$225 Single \$350 Shared	\$
Post Marked May 5-18, 2018 Late applications will only be considered if received before May 18	\$300 Single \$475 Shared (Late fee included)	\$
Application fee (non-refundable)	\$25 <u>per artist</u>	\$
Extra Table (6-foot)	\$10 each	\$
Extra Chair	\$2 each	
*Booth fee includes one 6-foot table and two chairs		Total \$ _____ (Application + Booth Fees)
Return pages 3-4 to: Heritage Program/Zuni Festival Museum of Northern Arizona 3101 North Fort Valley Road Flagstaff, AZ 86001	Payable to: Museum of Northern Arizona NO CREDIT CARDS OR PERSONAL CHECKS ACCEPTED	Payment <input type="checkbox"/> Cashier's Check <input type="checkbox"/> Money Order <input type="checkbox"/> Cash

Photo/Video Release (Please sign for permission for you or your artwork to be photographed by MNA)

I authorize the Museum of Northern Arizona to take photographs of me or film me and/or my artwork during the Heritage Program for any purpose the Museum, a nonprofit corporation, deems necessary and appropriate for use in publicity, publication, promotion, and/or advertising, with or without individual name(s). I am the artist (or a representative of the artist), of legal age, and have the right to enter into a contract in this matter. I have read this authorization and release, and understand its contents.

Signature _____

DO NOT give permission for me or my work to be filmed/photographed.

By signing this document, I acknowledge I have read and understand the information provided on page 2 of this application, and understand submitting this application does not guarantee my acceptance into the festival.

Print Name: _____

Signature: _____ Date: _____

Applications will not be accepted unless signed.

Artist Name: _____	For MNA Office Use Only
Application Fee \$ _____	_____ Cashier's Check
Booth Fee: \$ _____	_____ Money Order
Total: \$ _____	_____ Cash
Application date received _____ by _____	