

2025 Juried Art Competition and Festival Booth Setup

Keshi - Loloma - Yá'át'ééh - Dagteh - Gam Yu - G'myuu - Kamathotk - Welcome

***Enclosed are the instructions you need to participate.
Read carefully and bring this with you.***

Dates	Time (Arizona)	
Friday, June 27	9 AM - 12 PM	Juried Art Competition Drop-Off (cut off at 12pm) <i>Museum North Door</i>
	12 PM - 3 PM	Judging
	9 AM - 6 PM	Artist Check-in and Booth Setup
	4:30 PM - 6:30 PM	Members Kickoff Celebration, Friday Night Art Market & Winning Juried Art Exhibition
Saturday, June 28	7:30 AM - 9:30 AM	Artist Check-in and Booth Setup
	10 AM - 4 PM	Festival
Sunday, June 29	10 AM - 4 PM	Festival

FAILURE TO READ ALL INSTRUCTIONS MAY RESULT IN LOSS IN PARTICIPATION.

Artist Policies and Regulations

1. Participation in the 2025 Heritage Festival is exclusive to artists making authentic crafts and artwork on the Colorado Plateau. It is the artist's responsibility to obtain a Transaction Privilege Tax (TPT) license from the Arizona Department of Revenue. MNA staff cannot assist in this process.
2. All artists must be accepted into the show to receive a booth space, sell artwork, and enter the Juried Competition. Staff will check on booths during the festival for unapproved artists / setups.
3. Artists or their assistants must be present during festival hours.
4. All displayed artwork must be for sale and approved for inclusion.
5. All works displayed and/or offered for sale must be made by the exhibitor and marked with the artist's name or hallmark. Any artists found selling in-authentic work will be asked to leave.
6. Exhibitors must comply with the Indian Arts and Craft Act of 1990 for labeling and sales. The use of feathers and fur must comply with all state and federal laws and regulations.
7. This is a fine art and craft show. The sale of stones and other retail items is not permitted.
8. Booth spaces are assigned by a "first pay, first serve" basis. Only the assigned 10'x10' space shall be used. No electrical outlets or Wi-Fi will be available.
9. Fire regulations prohibit the use of fire lanes for displaying art or any non-regulated activities. MNA will heavily enforce this, as this is a serious safety issue.
10. Bullying or threatening behavior against staff, other artists, volunteers, or visitors will not be tolerated and will result in expulsion from the Heritage Festival and exclusion from future festivals.
11. Failure to follow the above guidelines will result in exclusion from future museum programs.

Cancellations

A full refund (minus the application fee) is available only if the cancelation request is submitted in writing at least 30 days prior to the festival. Refunds will not be made for cancelations within 29 days of the festival date.

Consignments

The Museum Shop will not be accepting consigned items for sale during the festival. If you have questions, please contact the Museum Shop at 928-774-5211, ext. 238.

Security

There will be 24-hour security on the museum grounds beginning Friday afternoon. MNA is NOT responsible for any lost, stolen, or damaged artwork.

Wristbands

Wristbands must be worn by you and any assistants throughout the festival weekend. Wristbands will not be replaced if lost or damaged. Additional or replacement wristbands cost \$5 each.

Juried Art Competition Friday, June 27



Artwork Drop-off Instructions:

- **DROP OFF TIME FOR ART BEING ENTERED IN JURIED ART COMPETITION IS 9:00 AM - 12:00 PM.**
 - Art that is not submitted by **12:00 PM** will not be considered for this year's Juried Art Competition.
 - Artwork will be judged anonymously by judges hand-picked by MNA
 - Each artist may submit up to three pieces of art in any category they deem fit.
 - Judges may reclassify any entry if they feel it is not in the correct division with a consensus among the other judges.

Artwork Pick-up Instructions:

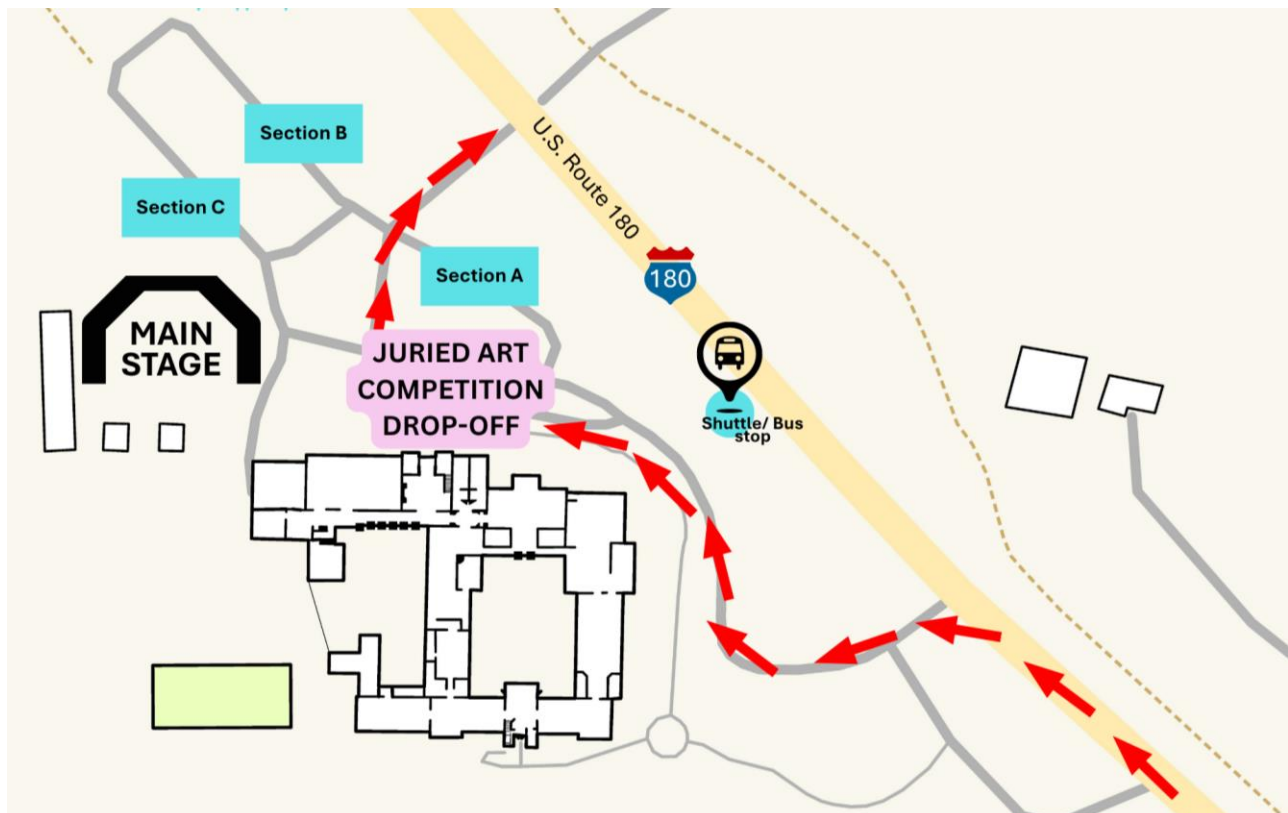
- **NON-WINNING ARTWORK:**
 - Pick up time: Friday from **4:00 PM - 6:00 PM**
 - Pick up location: At the end of the hall past Branigar Chase Discovery Center
- **WINNING ARTWORK:**
 - Winning artists will be notified by 4:00 PM on Friday.
 - Winning artists may pick up their art **after 6:30 PM**
 - Winning artists will receive cash reward at the time of pick-up.

Check-In and Booth Setup Information

Friday, June 27 from 9 am - 5 pm
Saturday, June 28 7:30 am - 9:30 am

Check-In

- Enter through the southern entrance of the museum and follow the one-way route.
- Temporarily park on the right-side of the one-way lane, leaving room for vehicles to pass.
- Check-in at the North Entrance of the museum. You will receive your artist packet, which includes:
 - Two festival wristbands (additional wristbands may be purchased for \$5 each)
- **If you choose to set up on Saturday, you MUST be set up by 9:30 AM.**



Booth Setup and Parking Information

- After checking in, artists will have **15 minutes** to unload equipment and artwork. Please be considerate of other artists needing to unload and limit your time to **15 minutes** only.
- **ALL ARTISTS** will then be asked to park **at Flagstaff Arts & Leadership Academy (FALA) lot**
 - **3401 N. Fort Valley Road**
 - **A shuttle will be available for transport back to the Museum. FALA is a quarter mile North of MNA.**
- Each booth space measures 10 x 10 feet. Your setup must remain within your assigned booth space. If you have oversize displays or racks, contact the Public Programs office in advance to see if arrangements can be made for your setup. You may be charged an additional fee.
- Booth assignments will be given at artist check-in and booth fees must be paid before or on June 23, 2025 to participate in the festival.
- **Artists must bring their own 10'x10' canopy, tables & chairs.**