

Montana Folk Festival Butte, MT, July 13-15, 2012

First Peoples' Marketplace Guidelines

Application Process

- All vendors must apply each year, including vendors who have participated in previous festivals.
- Applicants must complete the application and answer all questions. Festival organizers may request clarification; failure to provide clarification is grounds for rejection.
- Applicants must submit four (4) to six (6) color photos of representative pieces of art they intend to sell; these will not be returned.
- Applicants must comply with the definition of "Indian," or "Indian Artisan," under the Indian Arts & Crafts Act of 1990, and provide proof of this and/or tribal affiliation.
- If invited to participate, the completed and signed application is due to the festival office by May 31, 2012. Failure to meet application deadline may result in forfeiture of booth space.

Selection Process - The First Peoples' Marketplace features the juried, handmade creations of Montana's finest Native artists and craftspeople. It will include both deeply traditional crafts and more contemporary artistic expressions rooted in the American Indian experience. A committee selects Marketplace vendors based on a set of criteria that includes: quality, uniqueness, authenticity, connection to regional culture, and artist's relationship with his or her community. The committee reviews all applications and selects vendors who best meet these criteria. Selected participants will be strongly encouraged to demonstrate, if appropriate and feasible.

Note: for those in the "traditional arts" category, the festival adheres to the following definition:

Traditional arts are those art forms that are learned as part of the cultural life of a group of people whose members share a common ethnic heritage, language, religion, occupation, or culturally united geographic region.

Folk and traditional arts are shaped by the aesthetics and values of a shared culture and are passed from generation to generation, most often within family and community through observation, conversation and practice.

Source: National Endowment for the Arts

- **Hours of Operations** - Festival hours are Friday 5:30 pm to 10:30 pm, Saturday, 11 am to 10:30 pm, and Sunday 11 am to 6:30 pm. (Times may vary

slightly, but will be within the stated time frame.) The festival goes on rain or shine. Artists must be present with their work for the duration of the festival. Artists should bring along someone to help watch the booth when crowds increase.

- Smoking is not allowed within 30 feet of the Market grounds during the hours of operation.

Taxes and Insurance

- Vendors are responsible for all taxes. That said, Montana has no sales tax.
- The Montana Folk Festival disclaims any authority of control over vendors' operation. Vendors assume all rights and responsibilities for their operation's conduct.
- The MFF does not have separate vendor coverage under any insurance it may maintain.

Vehicles On Site

- For the safety of the Festival's attendees, vehicles are not allowed to move onto or within the site during operating hours and during the window before and after scheduled Festival events when attendees arrive and depart.
- Participants receive **one** parking pass for the designated vendor parking lot. Vendors must park their vehicles in this lot and may not remove the vehicle from the lot until after operating hours.
- Vehicle hours on site are as follows. Vehicles may move on site (on designated pathways) during the times shaded:

	10a	11a	12n	1p	2p	3p	4p	5p	6p	7p	8p	9p	10p	11p
F							no vehicles on site 4p-11p							
Sa		no vehicles on site 11a-11p												
Su		no vehicles on site 11a-7p												

Booth Set-up

- Booth locations are assigned and include 10' x 10' tented space (may or may not be individual tent), two 8' banquet style tables, two chairs, electricity, an interpretive sign (created by the MFF) explaining your folk art tradition.
- The MFF accommodates special needs on a case-by-case basis; charges may apply. Vendors must address any special needs to the MFF by May 1, 2012.

- Vendors may not trade or switch spaces, or set up in any other location.
- Booths must be set up and operational for times listed on contract.
- Permission must be granted from festival organizers before holes are dug. Vendors must fill holes dug.
- Water service is not available in the First Peoples' Marketplace.

Booth Operation Guidelines

- Vendors must restrict activities to their booth space.
- No space-sharing or subletting will be permitted, nor can the vendor assign the contract to another party.
- Raffles are not allowed.
- Camping is not allowed on the festival site.
- Vendors may sell **only** the type of work the MFF has invited them to sell (indicated on contract).
- The MFF encourages vendors to perform ongoing demonstrations within their booths.
- Vendors should bring tables and chairs for booth.
- Vendors should bring lights for use after sunset.
- Vendors may not sell commercial reproductions.
- Vendors must comply with all logistical regulations.
- Although there will be security on Friday and Saturday nights, all fixtures and materials are left overnight at the vendors' risk. The Festival's insurance will not cover personal property, so vendors should obtain their own insurance.

Booth Clean-up

- Booths must remain intact and may not be dismantled until the end of the festival on Sunday.
- Vendors must take home their entire booths – including carpet, decorations display racks and storage containers.
- Booths must be dismantled by Sunday at 10 pm.
- Any vendors failing to completely clean up their booth areas must pay a clean-up fee, as well as a cleaning deposit for the following year's Festival.

Vendors who violate these guidelines may be expelled and/or not invited to apply. The MFF reserves the right to amend these guidelines as needed.

In the event of a dispute, the decision of the Montana Folk Festival will be accepted as final.