

## **Art Fair Jackson Hole Artist FAQs 2020**

### **How do I apply?**

Thank you for your interest in applying to the Art Fair Jackson Hole 2020. We will accept applications from November 5, 2019 through March 6, 2020. A link to our applications will be on our website <https://artassociation.org/art-fair/> and Zapplication.org.

### **When do I find out if I am accepted?**

Applications are due March 6, 2020. The jury will finalize their decisions March 16, 2020. Artists will be notified on March 20, 2020 by end of day. Please do not contact Art Association staff prior to this date.

### **When do I find out my Booth Assignment?**

Booth assignments and setup times will be emailed on June 19, 2020.

### **I would like to donate a piece to your silent auction fundraiser. How do I do that and when do you need it?**

The Art Association of Jackson Hole is hosting a fundraising event at a private home on July 30 and we are seeking silent auction donations of original work from Art Fair artists. Please contribute a piece of your artwork to help support the Art Association of Jackson Hole. All fundraising proceeds support the Art Association of Jackson Hole's mission to provide art education for ages one to 100, as well as community Outreach programs partnering with more than 36 valley organizations. We ask to have the silent auction item by July 13, 2020. July artists may bring them with them, however, August artists will need to mail in advance.

### **Do you have security overnight?**

Yes, there will be overnight security. However the Art Association does not guarantee that your booth and artwork will be secure.

### **Where do I find lodging?**

Accepted artists will be given a list of lodging discounts, campgrounds, RV parks and recommendations around town. Book early as availability is not guaranteed and fills up quickly.

### **What will the weather be like?**

Jackson Hole is a mountain town that experiences variable weather. The mornings can be cold, the sun is strong and we can experience afternoon rain, thunderstorms and microbursts of wind. We recommend sunscreen and layers for variable temperatures.

### **Do I need to bring my own tent?**

Yes. Artists must provide their own tent, displays and stakes/weights.

### **What is your mailing address?**

This is good for USPS, UPS and FedEx. Please include both street and PO box.

Art Association of Jackson Hole  
ATTN: Special Events Manager  
240 S Glenwood St  
PO Box 1248  
Jackson, WY 83001

**What color tent can I bring?**

White tents are preferred and help with the sun, but any color tent is acceptable.

**How much weight do I need?**

40 pounds per tent leg is required.

**Why do you assign setup times?**

There is limited parking and two entry points to Snow King Ball Field. We have assigned staggered setup times throughout the day to create a smooth and easy setup for all artists. You must unload in your 1.5 hours allotted time and move your car. Please plan accordingly to have help so your vehicle is not there longer than the 1.5 hours scheduled time.

**Can I set up earlier or later than my scheduled time?**

No. There are limited parking spots available, so you must adhere to your assigned setup time. Double parking or blocking the street will not be tolerated and may result in immediate dismissal from the Fair.

**Can I unload next to my booth?**

No cars are allowed on the grass. You can park as close as possible either on the street or in the parking lot and will need to unload. Please plan ahead and bring a cart or dolly to assist you.

**Can I keep my car parked in the unloading zone while I set up my tent?**

No. Please unload and move your vehicle away so that other artists can park during their set up time. Space is limited, which is why we stagger set up. You will be assigned a 1.5 hour setup time in which you will need to unload and then move your vehicle prior to setting up your tent.

**Where do I park?**

There is plenty of on-street parking as well as a parking garage. After setup on Thursday, you can move your vehicle to a nearby parking lot or street parking. During the Fair, you cannot park within a 3 block radius of the Snow King Ball Field. Please leave those spots for shopping patrons. Please park in public parking areas only, [see more information here regarding town parking](#). You cannot leave your trailer in any public parking without your vehicle. You will be ticketed. You can park in certain designated areas for up to 72 hours.

**How does the tear-down process work?**

You must tear down your entire booth before you are allowed to move your car into the Snow King Ball Field parking lot or surrounding streets. Moving your car to a surrounding street parking spot prior to tearing down your booth is not tolerated and may result in not being allowed back for future Fairs.

**Can I get wifi, electricity or water hookups at my booth?**

No. The Art Association does not provide wifi, electricity or water hookups for artists.

**Can I request additional storage space for my materials?**

All materials must fit in your booth or be stored in your vehicle. Booths are placed next to each other and back to back, so there is no additional space for storage.

**Do I need to have my booth open the entire Fair?**

Yes. Booths must be open and with the artist or helper in the booth during all Fair hours.

**Will booth sitters be available?**

Yes, booth sitters will be available for 15 minute breaks throughout the Fair. You can sign up at breakfast or at the pink Art Association tent.

**How many assistants or helpers can I have?**

The Art Association provides up to 4 name badges per booth. If you have additional helpers, they will need to purchase a wristband to access the Fair.

**Can I bring my pet(s)?**

Pets are not allowed in town parks, including Snow King Ball Field, per town ordinance. Please do not bring your pet to the Fair. If you are planning to bring your pet, there are several day and overnight boarding options in the area.

**Where do I get breakfast?**

The Art Association will provide a continental breakfast at the stage Friday, Saturday and Sunday from 8 - 9am.

**Where do I get lunch?**

There will be food vendors available to purchase food for lunch throughout the Fair.

**What is the Wyoming tax rate? How do I pay my taxes?**

The tax rate is 6%. There will be a tax form in your artist welcome packet that you will need to fill out and submit to the State of Wyoming Department of Revenue within one month of the Fair.

**I lost my tax form or forgot to pay my taxes. What now?**

Please contact the State of Wyoming Department of Revenue at 307-734-9354.

**Something came up and I can no longer make it, how do I cancel?**

As soon as you know you're unable to attend the Art Fair Jackson Hole, please call the Special Events Manager at 307-733-6379 ext. 109 or email [kelli@artassociation.org](mailto:kelli@artassociation.org). Please let us know as soon as possible so we can give another artist an opportunity to participate in the Fair.

**I'm running late but will make it in time to set up and be ready for the Art Fair. What do I do so that my booth is not given away?**

All accepted artists will receive the Special Events Manager cell phone one week in advance for emergencies such as this. Please call Kelli as soon as possible. If you cannot find it, please call the Art Association at 307-733-6379 ext. 101.