



February 10, 2011

Dear Artist,

Event Management Consultants is preparing for the 2011 Roots & Rhythms festival. This year the event will take place September 9<sup>th</sup> & 10<sup>th</sup> in Lebanon's Academy Square Park.

We sincerely hope that you will join us for this year's event, which for eight years has recognized performers who have made significant contributions to American Music. This year's event will be a tribute to the contributions made by John Lennon of the Beatles.

This is the first year that we are also presenting local artists and wineries with the music presentation. We hope that you will choose to become a part of this exciting growing event. Enclosed you will find the Artist Agreement so that you might be able to participate with us this year. We ask that you forward the agreement along with a cd that has at least three jpeg images of your work. It is our goal to make sure that we are not presenting anything other than work done by the local artist, no reselling will be allowed. After our committee reviews the images you will be notified of acceptance and you will be required to forward payment at that time to assure your space. Please complete and return as soon as possible to reserve your space.

You may return by mail or drop off at:

Event Management Consultants, LLC  
600 S 5<sup>th</sup> Street  
Lebanon, OR 97355

We truly look forward to working with you this year. Please feel free to contact either Tim Flowerday, Festival Coordinator, 541-908-0169 should you have questions or need additional information.

Wishing you a great summer season,

Tim Flowerday  
Festival Coordinator

## ROOTS & RHYTHMS 2011

Roots & Rhythms is an established music heritage event and now the Mid-Willamette Valley's newest fine art event. In 2011, the festival will take place Friday and Saturday, September 9 & 10. This year's music will be a tribute to the genius of John Lennon.

The festival includes a Garden Art and Nursery area, a Wine Court, an International Food Court and the Main Stage featuring national and regional musicians.

## ARTISTS

Hours of operation for the Artist area are:  
11:00 am to 8:30 pm daily in 2011

Roots & Rhythms is open to all artists and craftspeople producing original art. Commercially produced work art assembled from kits or imported art and goods are not accepted.

**2011 ENTRY DEADLINE**  
COMPLETED APPLICATION & IMAGES  
DUE: MONDAY JUNE 13

Event Management Consultants, LLC  
600 S. 5th Street  
Lebanon, Oregon 97355

Event Management Consultants,  
LLC Presents

# Roots & Rhythms Artists' Marketplace

THE MID-WILLAMETTE VALLEY'S  
NEWEST FINE ART EVENT



**SUMMER FESTIVAL**  
**SEPTEMBER 9 & 10, 2011**  
**ACADEMY SQUARE**  
**LEBANON, OREGON**

TEL: 541-908-0169  
<http://rootsandrhythms.com>

# ROOTS & RHYTHMS ARTIST MARKETPLACE

## BOOTH FEES

10' x 10' Booth	\$50
10' x 20' Booth	\$100

**Booth Fees:** Fees are due after notification of acceptance. Booth fees for accepted artists must be postmarked no later than July 15, 2011.

**Corner Booths:** Are available for an additional \$50 required at the time of booth payment. Corner booths are assigned on a first-come, first-serve basis. If you are not assigned a corner booth fee your \$50 corner booth fee will be refunded.

**Sharing Booths:** Up to two artists are permitted to share a booth, \$25 sharing fee applies. Each artist must submit an individual prospectus/application. Each artist's application and images should be submitted together in one package.

## BOOTH STRUCTURE

Artists must provide their own booth, accounting for all weather conditions. The back of the booth must be closed, using a solid color drape (blue tarps are not permitted). Overall booth presentations should reflect the high quality that characterizes **Roots & Rhythms**.

## ARTWORK SUBMISSION

Artists who apply are requested to supply 4 digital images on CD in JPEG format (preferably 300 DPI and no larger than a 5" x 9" image). This format works best for the PowerPoint presentation prepared for the judges. Please show images of artwork representative of what you will present at the Festival and include an image of your booth display. Please make sure the CD has only four images and is only your work. Mark the CD clearly with your name and company name, if applicable.

Event Management Consultants reserves the right to use selected images for publicity and promotional purposes, with credit given to the artist.

## SELECTION PROCESS

A panel of experienced art professionals will make selections based solely on the quality and creativity of work represented by the images submitted. All interested artists, including past participants are required to submit an application and supporting images.

## INSURANCE

Artists are responsible for the security of their work at all times. Participating artists must provide proof of property and liability insurance, or sign the release holding harmless Event Management Consultants in the event of loss, damage, or theft during the festival.

**Security is provided.** However, as a precaution it is recommended that artists remove valuables each evening.

## APPLICATION MAILING

Send a copy of your application form and CD with images to: **Event Management Consultants, LLC**

**Attn: Artists Jury**  
**600 S. 5th Street**  
**Lebanon, OR 97355**

Applications are also available for download in PDF format at <http://rootsandrhythms.com>.

**Please pass applications on to other artists!**

## INFORMATION

Please visit <http://rootsandrhythms.com> for festival updates and information, or contact Event Management Consultants:

**E-mail: [eventmanager@emcllc.org](mailto:eventmanager@emcllc.org)**  
**Phone: 541-908-0169**  
**Web: <http://rootsandrhythms.com>**

## CALENDAR

March 1, 2011	Applications on-line <a href="http://rootsandrhythms.com">http://rootsandrhythms.com</a>
May 13, 2011	Postmarked Application Deadline
May 23, 2011	Jury Notifications
July 15, 2011	Postmarked Payment Due
August 1, 2011	Load-In Details Mailed
<b>September 9 &amp; 10, 2011</b>	<b>Roots and Rhythms Summer Festival</b>

## APPLICATION FORM

Sign up for:	Price
<input type="checkbox"/> 10' X 10' Booth	\$50.00
<input type="checkbox"/> 10' X 20' Booth	\$100.00
<input type="checkbox"/> Sharing Fee	\$25.00
<input type="checkbox"/> Additional charge for Corner	\$50.00
<input type="checkbox"/>	

Total: \_\_\_\_\_

## MEDIA CATEGORIES

- |                                      |                                      |   |  |
|--------------------------------------|--------------------------------------|---|--|
| <input type="checkbox"/> Ceramics    | <input type="checkbox"/> Drawings    | <input type="checkbox"/> Fiber                    | <input type="checkbox"/> Glass           |
| <input type="checkbox"/> Leather     | <input type="checkbox"/> Metal       | <input type="checkbox"/> Paintings                | <input type="checkbox"/> Pastels         |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Prints      | <input type="checkbox"/> Sculpture                | <input type="checkbox"/> Watercolor      |
| <input type="checkbox"/> Wood        | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Jewelry (precious metal) | <input type="checkbox"/> Jewelry (other) |
| <input type="checkbox"/> Other       |                                      |   |  |

For publicity purposes, describe your work in 20 words or less -

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Web Site

\_\_\_\_\_  
Phone

Method of Payment

- Check  Visa  
 MasterCard

\_\_\_\_\_  
Credit Card # Exp. date

\_\_\_\_\_  
Signature

**Event Management Consultants, LLC**

600 S. 5th Street  
Eugene, OR 97403

Phone: 541-908-0169  
E-mail:  
[eventmanager@emcllc.org](mailto:eventmanager@emcllc.org)



# Roots & Rhythms Festival

600 S. 5<sup>th</sup> Street  
Lebanon, OR 97355

Entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2011  
between Roots & Rhythms Festival (hereinafter referred to as Contractor/RR) and  
Organization/Business/Individual (hereinafter referred to as Artisan).

Artisan \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Street \_\_\_\_\_ Email \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_ Web Site \_\_\_\_\_

Contractor/RR and Artisan agree as follows: For the total fee as calculated herein, Artisan shall provide goods and services as specified in this contract for the duration of Roots & Rhythms Festival, September 9<sup>th</sup> & 10<sup>th</sup>, 2011 for the total consideration of \$50, Artisan shall:

- a) Accurately calculate space requirements, exhibit space shall not exceed 10X10 (per \$50 fee paid);
- b) Supply Contractor/RR with a list of goods/services offered by Artisan;
- c) Supply Contractor/RR with a detailed layout plan, and
- d) Include anticipated electrical needs (volts/watts)

All booths shall be equipped with approved fire extinguisher (multipurpose 2A 10BC minimum rating) where heating device, open flame and electricity are used. Artisan, Agents, and Employees of named Artisan to hold harm-less Contractor/RR, City of Lebanon, Agents, Employees, Citizen Volunteers, Sub-Contractors and all others for any malfeasance, theft or damage to said participant or the results of said participant, and any and all other cause beyond their control. All Artisans are to provide their own interior and exterior lighting, and screen outside equipment and supplies.

Absolutely NO DRUGS OR ALCOHOL consumption permitted by Artisan, Agents or Employees during working hours. No early exhibit removal permitted at any time. Booths, if used, must be white or nature tones or draped in a manner to present such. Artisan will be sent a move-in schedule during the week prior to the Festival. In return, Contractor/RR agrees to provide the above named Artisan with vending space and electrical as outlined above for fees and or commissions named herein. This contract is non transferable, terms non negotiable. RR may accept or deny this contract and return fees at their discretion for products or service choices deemed not suitable to Roots & Rhythms Festival overall theme or deemed not qualifying as presentable. **Fees are due and payable upon return of this contract due on/or before July 15, 2011. All exhibit space shall be occupied and open for business no later than show opening (booth hours are Friday 11A to 8P, Saturday 11A to 8P) or space may be forfeited.**

Signed \_\_\_\_\_ Signed \_\_\_\_\_  
Tim Flowerday, for RR Artisan Authorized Representative

- 1) All booths will meet the appearance standards people have come to expect at the Festival, this means tables will be covered and draped on the sides exposed to the public and boxes will be covered or stored out of sight. Signage will be in good taste and will be constrained to the assigned booth area. No sale signs are permitted.
- 2) All booth areas are pre-assigned; activities and materials must remain within the assigned booth area.
- 3) All booths will operate during the designated Festival hours and as such must have personnel during the designated hours.
- 4) No alcoholic beverages are allowed in the booths. Food should be present in a discretionary manner.
- 5) Booths where personnel cause dissension, disregard Festival rules, or show uncivil or unbecoming behavior toward the public will not be invited back to the Festival.
- 6) All booths are required to provide their own tables and chairs.
- 7) Respective deadlines for jurying, insurance certificate submission, menu submission or such other deadlines as required for your respective booth must be met, or your space will be forfeit.
- 8) All deposits, once accepted, are non-refundable.
- 9) NSF checks and/or not being set up by 11 AM on Friday, September 9<sup>th</sup> will result in forfeiture of space.
- 10) Boomboxes or other music not specifically approved by the Festival Entertainment Coordinator is not allowed.
- 11) Because we serve the public, personal appearance is important and will be jury criteria for returning booths.
- 12) Smoking is not allowed in booth areas.
- 13) All booth operators must park in designated parking areas, other than the lots adjacent to entrances of the venue.
- 14) All vehicles must be out of the venue 2 hour prior to opening each day and can not enter the park during Festival closed hours of Midnight to 8 AM each day. This guideline applies to activity participants as well. The only exception is load out for the Main Stage.
- 15) All booths requiring lighting must provide their own 40 watt fluorescent lamp and a 100' extension cord.

