



To complete your application online,
please visit:
www.artscenteronline.org/submissions
(No mailed applications will be accepted).

LOCATION

The Arts Center of the Capital Region is on Monument Square in historic downtown Troy, New York. Occupying 36,000 feet of art studios, classrooms, and galleries, The Arts Center is located within a neighborhood filled with restaurants, shops, and other attractions, including the popular and well attended Troy Waterfront Farmers' Market.

SCHEDULE

Call for entries available: **January 15**
Application deadline: **February 12 @ 11:59 PM**
Acceptance notification mailed: **March 4**
Booth notification contract and booth fee balance due: **March 28**
Failure to meet booth fee deadline will result in loss of your space.

SHOW DATES & HOURS

Friday, April 29 from 12 PM to 9 PM
Saturday, April 30 from 10 AM to 5 PM

CALL FOR ENTRIES

ELIGIBILITY

The Collar City Craft Fest Committee seeks applications from outstanding artists/craftspeople who create original works from their own designs in metal, fiber, clay, glass, paper, wood, mixed media, leather and more. A panel of jurors will select participants on the basis of the originality, variety, and quality of work.

APPLICATION

Interested participants should complete an online application and upload six images no later than February 12, 2016 at 11:59 PM. The non-refundable application fee must also be paid online at the time of application submission. Five of the images must represent the work that you intend to show, and one must illustrate your booth. **Booth appearance will count as part of your overall jury score.** Two or more non-collaborating exhibitors may share a single booth space, provided each applicant separately submits six images and each submits the application fee. Applicants who collaborate on all works are not required to submit separate applications and fees.

BOOTH SPACE

Spaces will be available throughout the first and second floors of The Arts Center, including the Main Gallery, Foyer/Wallace Gallery, Black Box Theatre, Conference Room, Faculty Student Gallery, and the Dance, Drawing and Painting Studios. Actual floor plan will be finalized after jurying. Spaces will be assigned by The Arts Center staff and jury panel. Decisions determining space requested by multiple artists will be based upon application filing date with earlier submissions taking precedence. Note to past participants: **If you are once again selected to participate, we cannot guarantee the same space assigned in the past.** Upon submission, you will rank your top three choices. Booth fees will be due after you have been notified of acceptance. All fees are non-refundable. Photos of galleries, studios and theater are available on our website on the event page.

FEES & BOOTH DIMENSIONS

Application Fee:

\$25 (non-refundable) due at the time of application submission.
Must be paid online.

Booths fees/dimensions:

Main, Foyer & Black Box Booths:

Set ups require free-standing walls or dividers on 3 sides.
All tables must be skirted to the floor.

Main Gallery/Foyer Booths:

8 x 10'.....\$200 or 10 x 10'.....\$250

Black Box Booths:

8 x 10'.....\$175 or 10 x 10'.....\$200

Conference Room & Second Floor Booths:

6 x 8'.....\$100

Electricity will be available to all booths.

WHAT YOU GET

Participating artists will get:

- Promotional post cards to market the show
- 10 free passes to the show to distribute to special guests
- Volunteer assistance with load in/load out
- Scheduled breaks, booth-sitters provided (if needed)
- Networking with fellow crafters/artists
- Inclusion on promotional marketing and posters
- Breakfast Saturday

ABOUT THE ARTS CENTER

Our Mission: The Arts Center of the Capital Region engages people in the creative experience. We are the region's preeminent proponent of the arts and creative education, expression, and appreciation, serving people of all ages, abilities, and economic and cultural backgrounds. We are a multi-arts center located in downtown Troy, NY.
www.artscenteronline.org 265 River St., Troy, NY 12180

QUESTIONS

Please contact Elizabeth Reiss at elizabeth@artscenteronline.org or (518) 273-0552 x 228.