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58601



Join us **July 5, 2008** as we host  
the **10th Annual Arts Roundup** on the beautiful  
Dickinson State University Campus!

## WHY ATTEND ARTS ROUNDUP?

- ▶ Held in conjunction with the famous Dickinson Community Roughrider Days events, Arts Roundup draws thousands of people to our community.
- ▶ Excellent event promotion including mailing of full-color brochures and postcards; newspaper, radio and television advertising as well as promotion on the Dickinson State website and the Roughrider Days website.
- ▶ Located on the beautiful and spacious Dickinson State University Front Campus, vendors will enjoy the open booth areas and wonderful view.
- ▶ Free parking for our artists and the thousands of visitors to our event.
- ▶ 12' x 12' booths for our vendors.
- ▶ Free admission, live entertainment, children's activities, and quality concessions for our guests - plus lots more!



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the beautiful Dickinson State  
University Campus!





## 2008 ARTS ROUNDUP ARTISAN REGISTRATION FORM

NAME \_\_\_\_\_  
 BUSINESS \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY, STATE, ZIP \_\_\_\_\_  
 DAY TELEPHONE \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

### SPECIAL ATTRACTIONS

#### THE RIDER GALLERY

The Rider Gallery is a temporary, invitational sales gallery featuring regional artists displaying their original work in a salon-style environment. Each artist will display a collection of one-of-a-kind art, which will be available for purchase. The Rider Gallery is located in the Alumni and Foundation House and is open from 11 a.m. to 7:00 p.m. on Saturday, July 5.

#### LIVE ENTERTAINMENT AT KING PAVILION

To enhance the artistic environment on the front campus, live entertainment will also be featured throughout the Arts Roundup event.

#### QUILTERS ROUNDUP

Dickinson State University and Quilters on the Prairie are sponsoring their eighth annual Quilters Roundup Quilt Show as part of the Arts Roundup 2008. The Quilt Show will be held in the Dickinson State University Student Center. Quilters from around the region are invited to display their works of art.

#### CHILDREN'S ACTIVITIES

From face painting to arts and crafts, children will love our children's activities! Join us for tons of fun and lots of family activities!

#### CAR SHOW

FEES STATEMENT: Registration Fee:  
 \$50 for Saturday \$ \_\_\_\_\_  
 Additional \$30 if need two spaces \$ \_\_\_\_\_  
 4'x8' tables @ \$10 each # \_\_\_\_\_ \$ \_\_\_\_\_  
 Folding chairs, complimentary # \_\_\_\_\_ FREE  
 TOTAL FEES ENCLOSED \$ \_\_\_\_\_  
*Please make checks payable to Arts Roundup*

#### BOOTH CONFIGURATION (please check one)

1 side open     2 sides open     3 sides open     4 sides open

#### SPECIAL REQUESTS \_\_\_\_\_

Have you participated in Arts Roundup before?    Y    N    Number of years you have participated in artisan fairs \_\_\_\_\_

#### MEDIA DESCRIPTION (please circle those that apply)

Textiles/Clothing	Print/Photography/Drawing	Pottery/Ceramics	Baskets/Paper
Jewelry	Wood	Metal	Floral/Country Crafts
Glass/Porcelain	Mixed Media	Painting	Other: _____

### APPLICATION INFORMATION

#### EVENT TIMES

Arts Roundup show hours are Saturday, July 5, from 11:00 a.m. to 7:00 p.m.

#### FEES

Booth rental fee for a 12' x 12' space is \$50. Two spaces can be rented for \$80. Rental fees must be mailed in with the registration form. Deadline for entries is May 31, 2008. Refunds may be given until the deadline. Cancellations after that date will not receive rental fee refunds.

#### JURY PROCESS

Arts Roundup is a juried show. To ensure high standards, the Arts Roundup committee will review applications prior to acceptance into the show. The Arts Roundup committee reserves the right to require an artisan to remove from the sale area any items that have not been specifically juried or shown as accepted secondary/incidental arts forms on the registration form.

#### ELIGIBILITY

Participation is open to all artisans exhibiting work of original concept, design and execution. Only handcrafted work by the selling artist is acceptable, no imports.

#### APPLICATION CHECKLIST

1. Complete the application form and review the Artisan Regulations.
2. Enclose a check for the booth rental fee.
3. Enclose a CD of electronic images, quality photographs of your work, or website. Images must be current and representative of work to be exhibited. Include your name and phone number on the back of each photograph. Photos may also be emailed to dsu.alumni@dickinsonstate.edu.
4. Enclose a self-addressed, stamped envelope for the return of your photographs.
5. Mail all of the above to: Arts Roundup of Southwest North Dakota; Dickinson State University; 230 8th Avenue West; Dickinson, ND 58601.
6. Please call if you have any questions or concerns at (701) 483-2004 or visit our website at www.dickinsonstate.edu/artsroundup.asp.

#### 2008 ARTS ROUNDUP ARTISAN REGULATIONS

1. Participant fee is \$50 for one space reservation. Two booth spaces may be reserved at a fee of \$80. No commission is charged.
2. Each approved exhibitor will be provided with a booth space of exactly 12 feet frontage. If your exhibit area exceeds 12 feet x 12 feet, you must reserve two spaces. The configuration of the show does not allow for deviation from this size.
3. Arts Roundup will be held on the Dickinson State University campus. Set up time will be 5-9 p.m. on Friday, July 4 and 7-10 a.m. on Saturday, July 5. Sale hours are as follows: **Saturday, July 5th..... 11 a.m. - 7 p.m.**  
 On Friday evening and Saturday morning, Artisans will be permitted to enter the campus and park in loading zones to unload exhibit materials. No vehicles are allowed to drive on the front campus lawn to unload. Vehicles must be removed from the designated zone immediately upon unloading. Booth locations are near a sidewalk, but may be a short distance from the unloading zone. Please make proper accommodations. Parking will be available in the Selke or Wienbergen Hall lots. **NO PARKING** will be allowed in event area by artisans as these spaces are needed for customers. If you are staying in an RV on-site, a set of RV rules and regulations is available upon request.
4. Artisans will be assigned a booth number and location prior to set-up. Special requests must be made prior to the event with no guarantee that the request can be met. Artists can report to the registration table in the loading zone area. Your location cannot be changed once it has been assigned. Do not set up until you have obtained your assigned space. Displays must remain up during show hours - no early takedowns.
5. Each exhibitor will be responsible for the prudent display of merchandise and safekeeping of cash and personal items. Booths should not be left unattended. An Arts Roundup committee member will assist with watching your display if it is necessary to leave for short periods of time. An information booth will be provided for artisans if assistance is needed.
6. Each exhibitor is responsible for his/her own booth. Arts Roundup and Dickinson State University will not be responsible for loss of merchandise or money due to theft or any other cause.
7. No animals will be allowed on the college property. Liquor consumption is prohibited on the Dickinson State campus.
8. Bring an adequate supply of change. Banks will be closed and local stores cannot handle requests for change. The Arts Roundup office does not keep a supply of change on hand for security reasons.
9. The Arts Roundup Committee reserves the right to close any booth which does not conform to general standards of safety, cleanliness, attractiveness or good taste. The committee may also close any booth if the operators exhibit behavior that is not in accordance with the accepted standards or if illegal activities are observed.
10. Although having quality insurance should be a concern for every artist, an insurance certificate is not required to participate in Arts Roundup.
11. Each approved artisan may reserve a 4-foot by 8-foot table(s) and or folding chairs at minimal additional costs. Artists should supply their own canopy or tent as one will not be provided for you.
12. If you do not have a permanent North Dakota State Tax Permit, please contact the ND Tax Office for proper procedure as all vendors are reported to their office.
13. **Submittal of this form acknowledges that participating artisan will follow all above outlined regulations.**