About Our Sale
The Colorado College Arts and Crafts Sale will provide an educational opportunity for Colorado College students to participate in all aspects of organizing and participating in an Arts and Crafts Sale. Proceeds from the sale contribute support for the Arts and Crafts Program at Colorado College.

Call for Artists
Artists and Craftspersons working in all types of media are invited to apply for participation in The Colorado College Arts and Crafts Sale 2015. Our juried sale will accept hand-crafted works by the artist/craftsperson only. No pre-fab or food items will be considered. Each artist must represent his/her own work. Colorado College students and staff members form the jury and assure equal consideration of all submitted work.

Application Procedures
Complete the application form and mail with the $25.00 non-refundable application fee and the appropriate space fee (separate checks, please) by October 1, 2015 (RECEIPT of application deadline). We require a maximum of 5 digital images on a CD (jpeg) with a small printout of each image (on one page please). CDs will not be returned. Space fees will be returned to applicants who are not accepted.

Mail your completed application to:
Colorado College Arts and Crafts Program
Worner Campus Center
902 North Cascade Ave
Colorado Springs, CO 80903

Sale Location and Dates
The sale will be held in Worner Campus Center at 902 North Cascade Avenue, Colorado Springs, Colorado on:
December 4  4:00 – 8:00 PM
December 5&6  10:00 AM – 5:00 PM

Exhibition Procedures
The Colorado College Arts and Crafts Sale charges a flat fee for exhibitors depending on the space desired. The space options available are:
- 10’ x 10’ Space  $250
- 6’ x 6’ Space  $200
- 3’ x 6’ Table  $150
- Two 3’ x 6’ Tables  $250

Booth spaces will be assigned by Colorado College Staff. All displays, props, fixtures, etc. must be furnished by the Exhibitor. Exhibitors are responsible for the operation of their space all hours of the sale as well as for the transportation, insurance, security, and sale of their work. Each exhibitor will be responsible for collecting the Colorado sales tax on each sale. This tax will be paid Sunday evening to Colorado College before exhibitors leave the sale.

Colorado College Arts and Crafts will promote the sale with advertisements in local newspapers, KRCC Radio broadcasts, and a 10,000 piece direct mailing. Exhibitors will be provided with 15 postcards for their own use.

Arts and Crafts Sale 2015 Calendar
October 1  RECEIPT of Application Deadline
October 15  Acceptance Notification Mailed
November 15  Cancellation Deadline
December 4  10:30 AM check in and set up  4:00 – 8:00 PM – Sale Hours
December 5  10:00 AM – 5:00 PM – Sale Hours
December 6  10:00 AM – 5:00 PM – Sale Hours
5:00 PM – Payment of Sales tax and check out

Colorado College Arts and Crafts Sale Application 2015- PLEASE PRINT

Name ____________________________
Address ____________________________
City __________ State ______ Zip ________
Telephone __________ E-mail ____________

Media __________________________ Description of Work and/or Process __________________

Please choose the space option you would like:
- 10’ x 10’ Space (no furnishings supplied)  $250
- 6’ x 6’ Space (no furnishings supplied)  $200

Please indicate the dimensions of your display including height
Does your display have solid walls and require a square configuration?
- 3’ x 6’ Table (no extra space, table and chair provided)  $150
- Two 3’ x 6’ Tables (no extra space, tables and chair provided)  $250

This option is for one artist only, please.

Please enclose separate checks, payable to The Colorado College:
- Application Fee  $  25.00
- Appropriate Space Fee

Undersigned agrees to all rules hereby set forth.

Applicant’s Signature __________________________ Date __________________________

Incomplete applications will not be considered.

Artist Checklist
- Completed application
- $25 application Fee (separate check, please)
- $__________ Space or Table Fee (separate check, please)
- Maximum of 5 images on a CD, with image print outs