

*Scranton's **Fifth** Annual Industrial Arts Festival*

Saturday, June 7, 11 a.m. to 7 p.m., and Sunday, June 8, 2014, 11 a.m. to 4 p.m.

At Scranton's Historic Iron Furnaces

Thank you for your interest in “*Arts on Fire*”! This exciting event will include an iron pour, art and food vendors, live music, and historical displays. “*Arts on Fire*” is free and open to the public thanks to the generous support of our funders, including the Arts ENGAGE!--Keystone Iron Works Grant, Keystone College, Lackawanna County, Lackawanna Heritage Valley and the Pennsylvania Historical and Museum Commission (PHMC).

All independent art vendors are encouraged to complete a Special Events Registration 2014 form. A wide variety of mediums, such as glass, metal working, ceramics and other fine arts and crafts, will be included in the festival. Please return the completed Special Events Registration 2014, Art Vendor Form, 2014 Event Rules and Regulations, Indemnification Agreement, and payment no later than Wednesday, **May 1, 2014**. Make copies for your records.

“*Arts on Fire*” will be publicized in several local and regional media outlets, with high visibility throughout Northeastern Pennsylvania. It is organized by partners including: the Anthracite Heritage Museum & Iron Furnaces Associates; Lackawanna County Arts and Culture Department; Azzarelli Family Productions; Electric City Trolley Museum; Elm Street Revitalization Project, United Neighborhood Centers of NEPA; Keystone College; Keystone Iron Works; Lackawanna Historical Society, Lackawanna Heritage Valley; Pennsylvania Historical and Museum Commission; and Steamtown National Historic Site.

On Friday, June 6, 2014, from 8 p.m. to 11 p.m., the Anthracite Heritage Museum and Iron Furnaces Associates will host a fundraising event on the site. This will include music, a selection of Hors d'Oeuvres, Desserts, Wine, Beer & Refreshments. The donation for this event for the general public is \$20 at the door and \$15 in advance. The donation for Art and Food Vendors is \$15 per person in advance. Proceeds benefit the Anthracite Heritage Museum and Iron Furnaces Associates, a non-profit membership organization. Artists may request an exhibition space reservation for this Friday night event and consider it a “preview party” for guests. If you wish to explore this option you must contact the vendor committee below.

The Scranton Iron Furnaces, 159 Cedar Avenue, Scranton, are administered by the Pennsylvania Historical and Museum Commission. Individuals with disabilities who need special assistance or accommodations to participate in this festival should call the Anthracite Heritage Museum at 570-963-4804, in advance, to discuss their needs. Pennsylvania TDD relay service is available at (800) 654-5984.

If you have questions or concerns, please contact the Vendor Committee:

Chester Kulesa
ckulesa@.pa.gov
570-963-4804

Jared Jaffe
jared.jaffe@keystone.edu
570-945-8463

Ed D'Amico
edamico@pa.gov
570-963-4804

Mail Your Application to:

**Anthracite Heritage Museum
and Iron Furnaces Associates
C/O Chester Kulesa
22 Bald Mountain Road
Scranton, PA 18504**



**ANTHRACITE
HERITAGE MUSEUM
& IRON FURNACES
ASSOCIATES**

Administered by the Pennsylvania Historical and Museum Commission

**Anthracite Heritage Museum & Iron Furnaces Associates
Special Events Registration 2014 Art Vendor Form**

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Cell Phone: _____
E-Mail: _____

This is an outdoor event at the Scranton Iron Furnaces, 159 Cedar Avenue, Scranton PA, 18505.

We welcome all independent art vendors.

Please Select the Events that You Will Be Attending:

Check all that apply:

Arts on Fire

June 7 11:00 am to 7:00 pm

June 8 11:00 am to 4:00 pm

Art Vendor

I would like to donate
an item for a raffle

Evening Fundraiser, Friday, June 6, 8:00 p.m. to 11:00 p.m.

(Food, beer & wine, desserts. Benefits the Anthracite Heritage Museum & Iron Furnaces Associates, the community support group of the Museum & Iron Furnaces. Donations are \$15.00 per person.)

Organization Affiliation: _____
(if applicable)

Please describe your art and any pertinent information that you think we need to know: **(Criteria: Work must show an identity of design and be made by hand. All work must be original work of the artist. No artwork from molds, kits or other commercial methods is allowed. Plagiarism, production-line art of factory-reproduced items is grounds for immediate removal from the Arts on Fire Industrial Arts Festival.)**

Fee Schedule

Event Application Fee (\$25 for Art Vendors).....	\$ _____
(\$75 Booth Fee Limited to one 10'x10' space).....	\$ _____
Tent Rental (\$150.00 for one 10' X 10')...# _____	\$ _____
Table Rental (\$15.00 for one 6' table).....# _____	\$ _____
Chairs (\$5.00 per chair).....# _____	\$ _____
(There is a maximum of 3 tables and 3 chairs per vendor space.)	
Evening Fundraiser (\$15.00 donation per person in advance).....# _____	\$ _____

TOTAL DUE: \$ _____

2014 EVENT RULES AND REGULATIONS

1. The “Arts on Fire” Vendor Committee reserves the right to accept or deny an application at the committee’s discretion. Priority will be given to vendors that contribute to the overall theme of the festival. In the event that the Vendor Committee rejects your application, your payment will be returned.
2. A 10’x10’ space will be reserved for you once your application has been approved. Your location will be assigned by staff. Staff cannot guarantee any locations. Changing your location and/or “subletting” your location to another vendor is prohibited. Space will be made available on a first come first serve basis.
3. Due to the restrictions of the event site, electricity will not be available for everyone. However, let us know if you need it. If you wish to bring a generator, please notify us when you submit your application.
4. The site will be open for set-up and tear-down, but absolutely no vehicles will be permitted on site between festival hours. Offsite parking will be available. If an event participant must leave early, he/she must obtain prior approval from the Vendor Committee. Participants arriving late to the event may not be permitted to attend (subject to the discretion of event staff). Absolutely no refunds will be provided for last minute cancellations.
5. All participants must have their area set up by 11:00 a.m. The site will be open for set-up at 8:00am on both the days of the event. Registration will be provided from 8:00 am to 10:00 am, on **June 7th & 8th**.
6. For those vendors selling art:
 - a. The Event Booth Fee for a 10’x10’ space is \$75.00 (this does not include chairs, tables, tents or electricity). There is a fee charged for tents, tables and chairs. Let us know if you need electricity or if you plan to bring a generator.
 - b. Please make out all checks and money orders to “*Anthracite Museum Associates*”. Payment must be provided by **Thursday, May 1, 2014**. Cash will not be accepted on the day of the event.
7. If you require tables, they will be made available at a rental cost of \$15.00 per table. If you require chairs, they will be made available at a rental cost of \$5.00 per chair. Tents (10’X10’) are available for \$150.00. Please note that tents, tables and chairs will be made available on a first come first serve basis and there are a maximum number of three tables and three chairs per vendor space. You may bring your own tent, tables and chairs. All rental items must be requested in advance by **Thursday, May 1, 2014**.
8. Vendors may bring their own tent, three tables and three chairs. If you have additional equipment, such as a generator or other items, please let the Vendor Committee know by **Thursday, May 1, 2014**.
9. During festival hours police will be present on site.
10. You are responsible for keeping your area clean at all times and must remove your vehicle/display, etc. no later than 7 p.m. following the close of the event on **Sunday, June 8, 2014**.
11. The Anthracite Heritage Museum & Iron Furnaces Associates, the PHMC and partner organizations are not responsible from any liability resulting from loss, damage or personal injury resulting from participation in any events. We cannot provide insurance or storage for any participant.
12. On **Friday, June 6, 2014**, from 8 p.m. to 11 p.m., the Anthracite Heritage Museum and Iron Furnaces Associates will host a fundraising event on the site. This will include music, a selection of Hors d’Oeuvres, Desserts, Wine, Beer & Refreshments. The donation for this event for the general public is \$20 at the door and \$15 in advance. The donation for Art and Food Vendors is \$15 per person in advance. Proceeds benefit the Anthracite Heritage Museum and Iron Furnaces Associates, a non-profit membership organization. Artists may request an exhibition space reservation for this Friday night event and consider it a “preview party” for guests. However, you must contact members of the vendor committee, by **Thursday, May 1, 2014** if you wish to explore this option.

I have read and understand the **2014 EVENT RULES AND REGULATIONS**:

Signature: _____ **Date:** _____

Vendor Name: _____

Arts on Fire

INDEMNIFICATION AGREEMENT

The undersigned hereby assume(s) all liability arising from participation as a vendor at *Arts on Fire* to be held at the Scranton Iron Furnaces on **June 6, 7 and 8, 2014**.

The undersigned do(es) hereby agree to indemnify and hold harmless **The County of Lackawanna, The City of Scranton, and the Anthracite Heritage Museum and Iron Furnaces Associates, Pennsylvania Historical & Museum Commission, Commonwealth of Pennsylvania and their Partners**, its officers, directors, agents, employees and volunteers from any and all claims, suits or causes of action (including reasonable attorneys fees for the defense thereof) brought by any person, firm, corporation, or organization, or the personal representative thereof, arising from your participation as a vendor at *Arts on Fire*.

By signing below, I accept the space given and will comply with the rules attached to this letter. I also agree to the Indemnification notice above.

Vendor Name: _____

Signature: _____

Date: _____

Please sign and return this form by **Thursday, May 1, 2014.**

Mail this form to: Vendor Committee C/O Chester Kulesa, Administrator
Anthracite Heritage Museum & Iron Furnaces Associates
McDade Park
22 Bald Mountain Road
Scranton PA 18504

Please return the Special Events Registration 2014 form, signed and dated 2014 Event Rules and Regulations, signed and dated Indemnification Agreement form and check made payable to Anthracite Heritage Museum Associates and mail to the Anthracite Heritage Museum & Iron Furnaces Associates, 22 Bald Mountain Road, Scranton, PA 18504 no later than **Thursday, May 1, 2014**.

For Further Information, Please Contact:

Chester Kulesa	Jared Jaffe	Ed D'Amico
ckulesa@pa.gov	jared.jaffe@keystone.edu	edamico@pa.gov
(570) 963-4804	(570) 945-8463	(570) 963-4804

Please keep a copy of these forms for your records.