



**ARIZONA AMERICAN INDIAN TOURISM ASSOCIATION (AAITA)
Arizona Indian Festival Artisan Application Information**

**2024 Arizona Indian Festival
Scottsdale Civic Center
3939 N. Drinkwater Blvd.
Scottsdale, AZ 85251**

**Arizona Indian Festival
February 3-4, 2024,
Important Dates & Times**

Friday February 2: Load in..... 2:00 pm – 5:00 pm
Saturday, February 3: Load in..... 7:00 am – 8:30 am
Saturday, February 3: Event Hours..... 9:00 am – 6:00 pm
Sunday, February 4: Event Hours..... 10:00 am – 4:00 pm
Sunday: February 4: Load Out... 4:00 pm – 5:00 pm

APPLICATION ACCEPTANCE DEADLINE January 26, 2024

PARTICIPATION CHECKLIST

I am mailing the REQUIRED documents:

- _____ Application Form
- _____ All applicable payment (**Cashier’s Check or Money Order Only: Payable to AAITA**)
- _____ Tribal Certification (if you were a 2023 Artist, you do not need to submit this again)
- _____ Photos/Slides (if you were a 2023 Artist, you do not need to submit this again)
- _____ City of Scottsdale Tax Paid (Copy of receipt of payment)
- _____ Release and Indemnity Agreement Signed
- _____ If space fee is paid online, please provide proof of online payment

NOTE: Make copy of the application for your records.

For questions, please contact Dorothy Gishie at 928-606-1941 or at ddgishie@nacainc.org



ARIZONA AMERICAN INDIAN TOURISM ASSOCIATION
C/O Dorothy Gishie, 1500 E. Cedar Ave. Suite 56, Flagstaff, AZ 86004
[928-606-1941](tel:928-606-1941). Email: ddgishie@nacainc.org

Application for Exhibit Space

Artist Name _____ Your Hallmark (Required): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____ Cell: () _____ Fax: () _____

Email: _____ Website: _____

Tribe: _____ Tribal Enrollment Number: _____

(You will need to provide your Certificate of Indian Blood)

TYPE of ART

_____ Jewelry _____ Pottery _____ Paintings _____ Weavings
 _____ Clothing _____ Sculptures _____ Drawings _____ Katsina Carvings
 _____ Other: _____

Name of Artist **if sharing**: _____

- Each artist sharing a space must completely fill out their own Application/Contract.
- Only two (2) artists are permitted to share on exhibit space.
- Payment must accompany application.
- Artists Selection: A selection committee will oversee the selection process based on medium, and in some cases, date and time of the application was received by the Festival.

BOOTH & FEE INFORMATION

All spaces include a 10 x 10 tent, 1-8ft. table and 2 chairs.
 You will need to provide your own table cover.

_____ Single Booth \$380 _____ Sharing Booth \$580 Limit to 2 artists per booth

**\$190 initial payment due December 8,
 2023 balance due January 26, 2024**

**\$290 initial payment due December 8, 2023
 balance due January 26, 2024**

Total Amount: _____

Mail completed applications with payments to: **(Cashier's Check or Money Order Only: Payable to AAITA)**

**AAITA AZ Indian Festival
 2022 C/O Dorothy Gishie
 1500 E Cedar Ave Suite 56
 Flagstaff, AZ 86004**

Or Pay-Online at <https://arizonaindiantourism.org/>

APPLICATION/CONTRACT GUIDELINES Eligibility & Tribal Verification: All artists applying will be required to submit verification of tribal affiliation. In the case of vendor space limitation, preference will be given to artists that currently reside on an Arizona Indian Reservation or reside in the State of Arizona or is from a Recognized Tribe in Arizona. I agree to all terms, conditions and regulations of the Festival. I fully understand the payment and cancellation policy, where, if I am accepted to display at this show and should I cancel, booth fee payments will not be refunded to me.

Application signature: _____ Date: _____

In case of emergency, contact person: _____ Phone: _____

Relationship to you: _____

Administrative Use Only:

1st Payment: _____ 2nd Payment: _____



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Arizona American Indian Tourism Association

THIS IS AN IMPORTANT LEGAL DOCUMENT WHICH MUST BE SIGNED AND RETURNED

RELEASE AND INDEMNITY AGREEMENT

(PRINT NAME HERE) _____, hereafter “Applicant” agrees to indemnify and hold the 2024 Arizona Indian Festival, the Arizona American Indian Tourism Association (AAITA) and its officials, harmless for all claims of lawsuits for personal injuries, wrongful death or property damage arising from the acts or omissions of Applicant which is related to Applicant’s sale of products or services or Applicant’s booth or exhibit area in the festival. Applicant shall be solely responsible for providing products liability insurance, completed operations insurance or to liability insurance which would provide coverage for the acts or omissions of Applicant or for Applicant’s activities at the 2024 Arizona Indian Festival/AAITA. If Applicant chooses not to purchase such liability insurance Applicant understands that applicant shall be corporately and individually responsible for holding the 2024 Arizona Indian Festival/AAITA and its officials harmless and for defending and lawsuits or claims made by insured persons. Applicant’s indemnification of the 2024 Arizona Indian Festival/AAITA and its officials, shall include all the costs of defense including reasonable attorney fees, expert witness’ fees, travel, food and lodging expenses related to the defense and other costs incurred by the 2024 Arizona Indian Festival/AAITA its officials in defending such claims and lawsuits. If Applicant has liability insurance, Applicant agrees to add the 2024 Arizona Indian Festival/AAITA and its officials as an additional named insured for this event only.

Applicant further agrees that it will abide by all Federal, State and local laws and ordinances related to its use of the booth or exhibit area during the Festival. Applicant further states it will defend and hold the 2024 Arizona Indian Festival /AAITA harmless for any violation of law relating to Applicant’s activities or Applicant’s use of the booth or exhibit area. Likewise, 2024 Arizona Indian Festival/AAITA agree to indemnify and hold Applicant from the acts or omissions of the 2024 Arizona Indian Festival/AAITA.

The 2024 Arizona Indian Festival/AAITA provide insurance coverage limits for losses which occur in the common areas of the Festival. While 2024 Arizona Indian Festival/AAITA, accepts primary responsibility for the common areas, Applicant has the sole responsibility for its booth or exhibit area where Applicant’s customers stand to purchase or view Applicants products and services.

(MUST DATE) Date this _____ day of _____, 20____ _

(APPLICANT MUST SIGN HERE)

Print Name

Sign Name



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REGULATIONS AND BOOTH POLICIES

Originality: All work displayed must be designed and created by the exhibitor. All work must be original work handmade.

Cancellation Policy & Rights Reserved: Once an artist has been confirmed, there will be no refunds due to cancellations for any reason. The festival committee reserves the right to assign artist locations in the best interest of the Festival and reassign booths due to artist cancellations or no-show. No-shows are those artists who have not set up their assigned booths by opening times each day. Festival hours are **Saturday, Feb. 3, 2024: 9:00 am to 6:00 pm, Sunday, Feb. 4, 2024: 10:00 am to 4:00 pm.**

Altercations: An artist or performer who is involved in any verbal or physical altercations will be immediately removed from the Festival site along with their art and not permitted to return. No refunds will be made.

Location & Temperature: This open-air Festival is held in the Scottsdale Civic Mall, Scottsdale, 3939 N Drinkwater Blvd AZ 85251. Temperatures range from 70 degrees in the daytime to 45 degrees at night. A jacket or coat is advisable to have on hand.

Booth Occupancy: All confirmed artists must be present during Festival hours. No more than two exhibitors per booth. If you sell out before the end of the Festival, please notify the committee who will be located at the information booth.

Sales Equipment: All artists are responsible for and encouraged to bring their own WIFI connections, hotspots, credit card machines, knuckle busters, Squares and other devices to help make sales. At times, due to a large number of attendees, devices do not work so come prepared to set up for optimum sales.

Fulfillment of orders: Any artist who does not fulfill prepaid orders by customers on a timely basis risk not being invited to future events.

Early Check-in: Artists are encouraged to stop at Artist Check-in on Friday, February 2, 2023, from 2pm to 5pm.

Regulations: Artists participating in the Festival must follow the Indian Arts and Crafts Acts of 1990, a truth-in- advertising law that protects the customers, American Indian artist, craftspeople, businesses, and tribes. All artists are required to sell their own work and items displayed must be properly identified in accordance with Festival Rules and Standards.

Sales Tax: If an artist does not already have their AZ TPT license, you need to apply to AZ Revenue Department (azdor.gov) and complete the TPT form listed under the business link. There is a page which lists cities and artists need to check off the City of Scottsdale. Overall, vendors who file complete and accurate applications can expect to receive their AZ TPT license within 5 business days.

Wrist Bands: Artists must wear their Arizona Indian Festival wrist bans always during the Festival. Hospitality tent requires wrist bands for access.

Security and Waiver: Artists are responsible for their art and booth during the Festival. Security will be provided beginning Friday at 5:00 pm through Sunday until 7 am. The 2024 Arizona Indian Festival, its agents, employees or volunteers are not responsible for loss, damage, vandalism, casualty, injury or theft. No alcohol, illicit drugs or firearms are allowed on the Festival grounds. Artists will need to take down their area and pack up and out of the Festival grounds by 5:00 pm Sunday, February 4, 2024.



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Pets Prohibited: No pets allowed on the Arizona Indian Festival grounds, except dogs assisting handicapped persons. Artists bringing pets will be asked to leave the grounds and forfeit their booth space.

Parking: Artists must park in the available parking lot. There will be parking available early in the morning on Saturday and Sunday on a first come first serve basis.

Rules and Standards: All art is subject to evaluation by a Festival representative throughout the Festival. The representative may request that any items not meeting the established standards be removed from display. If you are asked to remove an item, please do so immediately. Artists must properly identify all their work with their "mark." All work at booth must be for sale.

General: No imported, manufactured, or mass-produced items, such as mouse pads, coasters, and magnets. Also, not acceptable are works produced with commercial kits, molds, patterns, or prefabricated forms.

Artifacts & Ceremonial Objects: Absolutely no sale or display of prehistoric or culturally sensitive artifacts. Festival representatives will carefully review and ban any use of such materials as raptor feathers or endangered species. Display or selling of ceremonial objects is strictly prohibited.

Pottery: Commercial pottery, slip molds, or green ware are strictly prohibited. Contemporary pottery forms are acceptable. Hand coiled or wheel thrown are acceptable. Kiln-fired pots and pots made or decorated with commercial materials must be properly identified.

Jewelry: Only handmade jewelry may be sold. Natural turquoise does not need special labeling. Stabilized turquoise must be properly labeled. No block (turquoise/epoxy resins and dye) fake turquoise, imitation stones, synthetic opal, machine-made components (except findings) can be used. Also, not allowed are non-American Indian made heishi, stamped fetishes, nickel silver, and liquid silver or plated metals. Tribes of those regions that have historically used it can use German silver.

Paintings & Drawings: Paintings, drawings and graphics must be matted, framed, or shrink-wrapped. No wet canvasses will be available for sale. Paintings on canvas should be framed for its protection.

Prints: No xerographic-type mechanical reproductions, laser prints or photographs of original artwork are allowed. Limited edition prints signed and numbered may not exceed 750.

Weaving: Rugs, blankets, belts and purses must be handmade. All-natural yarns and dyes are acceptable. Synthetic or acrylic yarn must be properly labeled. No products made from commercial kits or patterns.

Textiles: Sewing machine work is acceptable. No commercially made clothing, liquid embroidery or products made from kits are allowed.

Dolls: Dolls in traditional categories must use materials historically associated with its native culture. Artists are not to display dolls of tribes other than their own tribal affiliation.

Bead, Quill & Leather: No plastic pony beads or Grand Canyon 'stringed' beads. Commercially tanned hide work must be labeled.