

# 2026 KGAC Member Market Application

October 17th & 18th, 2026

Kentucky Artisan Center in Berea, KY

Saturday 10 am – 5 pm | Sunday 10 am – 4 pm



The Fall Art Market is open to all current members of the KGAC. Please fill out the following information completely, and return with your payment to the Kentucky Guild of Artists and Craftsmen by **May 1st, 2026**. If it is past this date and you would still like to attend, there is an additional fee of \$25 with a *fixed deadline* of **September 30, 2026**. The only exception is that the additional fee will be waived for new members accepted during the August Standards Jury Session. This application should be submitted to [kgacinfo@gmail.com](mailto:kgacinfo@gmail.com) with “2026 Member Application” in the subject line. All payments should be made either by check (Make payable to the Kentucky Guild of Artists and Craftsmen) or credit card (Call the KGAC Office, and please leave a message with your contact info if we are unavailable in-office at that time).

Name/Contact: \_\_\_\_\_ DBA: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Street Address: \_\_\_\_\_ City, State, and Zip: \_\_\_\_\_

Medium: \_\_\_\_\_ Other Organizations you Represent: \_\_\_\_\_

Do you have an active Guild Membership in this Medium? (Circle one): YES / NO

Will you be driving with a trailer into the show? (May affect placement, Circle one): YES / NO

Will you be driving an oversize vehicle? (Sprinter/Transit Vans, Large Trucks): YES / NO

Do you have any special booth placement requests? (Circle one): YES / NO

If so, please list your request: \_\_\_\_\_

**Please see the second page of the application, and complete it prior to returning.**

Is this your first time exhibiting at this event? (Circle one): YES / NO

Are you an existing artist in the Kentucky Artisan Center? (Circle one): YES / NO

Can you provide high-quality images for the show's marketing campaign? (Circle one): YES / NO

*By signing and returning this registration form, I agree to be bound by all KGAC event policies, guidelines, and procedures. I agree to indemnify and hold harmless the Kentucky Guild of Artists and Craftsmen, Kentucky Artisan Center, Volunteers, and the Staff/Officers of these organizations for any such loss, theft, damage, or personal injury I incur even if such loss, theft, damage, or personal injury results from the negligence or other fault of the Kentucky Guild of Artists and Craftsmen, Kentucky Artisan Center, Volunteers, or Staff/Officers even with regard to claims made or lawsuits brought forth by third parties. The Kentucky Guild of Artists and Craftsmen, Kentucky Artisan Center, Volunteers, or Staff/Officers shall not be held liable for any contractual agreement, either formal or informal, between exhibitor and buyer; any reduction in expected revenue for any reason; any injury to exhibitor or his/her family, friends, or associates. I agree to bear all risk and expense for any loss, theft, or damage to my artwork or other personal property, or injury to my person. I agree that each item I display will be my unique and original artwork.*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

I grant permission for the KGAC, representatives of the Kentucky Artisan Center, or any other official Kentucky State Agency to photograph or video my work while set up at the event for the purposes of event and KGAC/Kentucky Artisan Center promotion, internal review, or additional standards review.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*Booth spaces are \$150 for active members (*sales tax included*) for each 10 x 10 space, before **May 1st, 2026**.

\*\*Late booth spaces have an extra fee of **\$25**, resulting in a \$175 (*sales tax included*) total for each 10 x 10 space, before **September 30, 2026**.

How many 10 x10 spaces will you need?: \_\_\_\_\_

**Total amount enclosed (Mailed to the KGAC office):** \_\_\_\_\_

**KGAC Mailing Address:** 137 N Broadway, Berea, KY 40403

**Credit Card? Please call the KGAC office at:** (859) 986-3192

# Guidelines, Procedures, & Important Information for Exhibitors:

## ❖ Application Information:

- Booth fees are \$150 (*with sales tax included*) for each 10x10 space. Booth spaces are filled by medium, & their availability is based on a first come, first serve basis to ensure a balanced and cohesive vendor environment.
- Member applications are exclusively open until **April 17, 2026**, where guest artists may start to apply after this date as well as any other interested Members until the absolute deadline of **September 30th, 2026**.
- Late booth fees are an additional **\$25**, resulting in a \$175 (*with sales tax included*) booth fee for each 10x10 space. *Any application past the May 1st deadline falls into this category with the exception of new members accepted during the August Standards Jury Session.*

## ❖ Location, Load-In/Out Procedures, and Artist Assistance:

- Set-up will be Friday, October 16 from 8 am - 6 pm and Saturday, October 17 from 7 am - 8 am. No vehicles will be permitted in the space past these allotted times. This is a rain or shine event, so please come prepared for any and all inclement weather; It will be monitored closely by the KGAC Board & Fair Committee to ensure a successful, safe, and fun event. **Booth fees are non-refundable.**
- The event will take place at 200 Artisan Way, Berea, KY 40403. Load-in/out access will be via the “artwork drop-off” driveway around the north side of the building to the event area within the field. Detailed info will be sent prior to the event where you will schedule a time to load-in/out due to limited vehicle access to the space. Your load-in time is on a first come–first serve basis – please be patient if there is a line, as everyone is escorted to their booth space for safety, efficiency, and booth orientation.
- We ask that everyone unload completely and immediately return their vehicles to the vendor parking area before setting up. The reverse will be asked during break-down and load-out. *We request that you show image proof of your booth broken down to a volunteer in an orange vest in order to retrieve your vehicle for load out.*

- There will be volunteers to help you with load-in, setup, load-out as well as booth sitting. Volunteers will have knowledge on how to set up various types of tents to assist artists if requested, as well as them being a vital resource to help you during load-in/out to be quick and efficient so that there is more vehicle space for your other fellow artists to enter and exit the event. They will be wearing orange vests, and are the liaisons for any needs you may require - they additionally have radios to contact multiple areas of the event, or to reach a specific show resource on your behalf. (i.e. - the Artist Oasis, Booth Sitters, KGAC Info Booth, Show Director, Shuttles, Artwork Delivery, First Aid, Police, etc.)

❖ **Artist Guidelines:**

- All items for sale must be the original work of the exhibitor. No buy/sell, imports, kits, or commercial products. Management reserves the right to remove any exhibit/exhibitor without refund and without recourse if this is the case. Items exhibited and offered for sale must be consistent with submitted images and in the accepted category only. You will politely be asked to remove any items in your booth NOT approved during the application process if they do not follow these guidelines. The standards committee will be on hand to ensure that the images that you provided are consistent with the work you are exhibiting.
- Meeting the artists and learning about their work and their process is very important to our patrons. Therefore, artists accepted for participation must be present for the entire duration of the Market. No agents, dealers, or representatives may attend in place of the artist. This includes spouses, relatives, etc. At check-in, a Photo ID may be required.
- High quality reproductions of original art may be sold but must not comprise more than 25% of exhibited work or occupy more than 25% of the booth space. Reproductions must be properly signed and numbered. Reproductions may not be hung on the walls of the booth but must be displayed in bins. Only original artwork may be displayed on booth walls.
- **By no circumstance is any AI art permitted;** If you are exhibiting new work, and aspects of its creative elements are within your booth - there will be no clemency given, and you will be asked to zip up your tent immediately, and to leave the show after it closes for the day. The purpose of our organization and event is to showcase the best handcrafted Fine Art that Kentucky has to offer, and to provide skills training to achieve excellence in the creative trades through hard work and a life of dedication.

- All exhibitors must have a white tent - no tarps or colored tents will be accepted. Set-up will be on grass. Exhibitors are responsible for securing their booth properly, with 4 weights at least 25 lbs each on each leg, in addition to optional stakes. The grounds of the Artisan Center are unlevel, so please come prepared with shims to level your booth as best as possible. Exhibits/exhibitors must not extend beyond their allotted space. Booth displays are to be professional, neat and attractive - where tables must be covered to the ground. Tents will not be provided for artists by the KGAC unless designated otherwise in special instances.

❖ **Security:**

- Security will be provided 24/7 from Friday night into Sunday afternoon by the Berea Police. The KGAC shall not be liable or responsible for any items that are lost, stolen, or damaged.

❖ **Hotel Information:**

- Hotels to stay at for the event can be found on the following webpage, courtesy of Berea Tourism: <https://visitberea.com/accomodations/>

❖ **Tax/Business Licenses:**

- Exhibitors are responsible for collecting and remitting 6% KY Sales Tax to the Kentucky Department of Revenue. A sales tax sheet has been provided for you in your artist packet.
- Please note that the City of Berea requires all exhibitors to have a Berea business license. Licenses may be obtained from the city's website: <https://bereaky.gov/government/city-departments/finance-department/business-license/> It is the responsibility of each exhibitor to obtain this license. Most vendors classify for a "Peddlers" license.

❖ **Questions?:**

- If there are any further comments, questions, or concerns - please direct them to this year's Fair Committee Chairman, Benjamin Maddox, at (859) 221-7407 or [maddoxdesignsart@gmail.com](mailto:maddoxdesignsart@gmail.com). If unavailable, contact a representative of the KGAC Board of Directors or Fair Committee Member at: [kgacinfo@gmail.com](mailto:kgacinfo@gmail.com) or at our office phone number, (859) 986-3192.