

# 2026 KGAC Guest 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 guest artists interested in participating beginning **May 1st, 2026**. Please return this application complete by **July 1st, 2026** with *three images of your work and one of your booth display*, as this is an **OUTDOOR** event. This application should be submitted to kgacinfo@gmail.com with “**2026 Guest Artist 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). A **\$25 application fee** is due upon the completion of this form to be considered for jurying; No booth fees are due at this moment until your juried notification on **July 22nd, 2026**.

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

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

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

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

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

Have you attended this show before as an Emerging Artist? (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.**

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

Have you juried for KGAC membership in the past? (Circle one): YES / NO

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

I will submit 3 images of my work and a booth shot to jury for this show as stated. (Circle one): YES / NO

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*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 \$250 for guest artists (*sales tax included*) for each 10 x 10 space, ***only after juried acceptance***.

\*\*Late applications submitted past **July 1st, 2026** are likely to be waitlisted on a first-come, first-serve basis, and will incur an extra fee of **\$25**, resulting in a \$300 (*sales tax & application fee included*) total for each 10 x 10 space as they become available per-medium.

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

***There is an application fee of \$25 to be considered for jurying into the 2026 KGAC Fall Art Market.***

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

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

❖ Office Hours: Wednesday 1pm-5pm, Thursday 12pm-5pm, Friday 1pm-5pm, Saturday 12pm-4pm

**KGAC Email Address:** kgacinfo@gmail.com

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

# Guidelines, Procedures, & Important Information for Exhibitors:

## ❖ Application Information:

- There is a \$25 application fee for ALL guest artists; this also applies to previous members who have lapsed in membership for more than two years. *Guest Artists may **only vend a singular time with the KGAC**, wherein any future events you would like to attend would require holding a valid membership; You may only participate as a “Guest Artist” once with the KGAC and are no longer eligible to apply under this category afterwards.*
- Notification of acceptance will be emailed by **July 22nd, 2026**.
- Booth fees are **\$250 (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. Members gain first priority, in addition to existing Artisan Center vendors. 10% of the show is reserved for guest artists, per committee ruling.
- Guest Artist applications are open until **July 1st, 2026**, where late applications submitted past **July 1st, 2026** are likely to be waitlisted on a first-come, first-serve basis, and will incur an extra fee of **\$25**, resulting in a **\$300 (sales tax & application fee included)** total for each 10 x 10 space as they become available per-medium.
- If you decide to jury into the KGAC membership in the Spring/Fall (not the same as jurying into the Market or future events), and your membership status changes, you will be prorated accordingly to your paid membership dues. If you do not pass the Spring/Fall Membership jury session and have already submitted a Market application, that will not disqualify you from jurying into the event as a Guest Artist, and in this case no “late fees” will be applied but the application fee will still remain due.
- For more information on future membership, visit: [www.kentuckyguild.org/membership](http://www.kentuckyguild.org/membership).

## ❖ 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. No exceptions.
- 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.
- **NOTE:** As a reminder, this is an OUTDOOR EVENT, RAIN OR SHINE. Additionally, the grassy area that we set up on has a slight overall grade, and it is recommended to bring blocks, shims, or whatever your heart desires to ensure the most level display possible. There are limited “fully-flat” spaces, so please prepare accordingly for a maximum potential 6” sloped difference over a 10’ x 10’ span. We at the KGAC are here to help with any and all questions and logistics regarding your placement as personally as possible.

❖ **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.