



Santa Fe Indian Market

SOUTHWESTERN ASSOCIATION FOR INDIAN ARTS

S.F.I.M. 2017 APPLICATION

DEADLINE: FRIDAY, June 30, 2017

2017 SANTA FE INDIAN MARKET CO-OP GROUP APPLICATION

May 1, 2017

Dear Artists,

Greetings! As we move into the summer and closer towards The 96th annual Santa Fe Indian Market for 2017 we look forward to working together with your organization. Enclosed you will find the CO-OP APPLICATION and INSTRUCTIONS and the CITY OF SANTA FE SPECIAL EVENTS LICENSE APPLICATION. **NOTE: The Indian Market Application MUST INCLUDE your Special Events License Application or your application will be considered INCOMPLETE.**

The Indian Market is known worldwide for quality, caliber, and authenticity of its art and artists. To ensure that our reputation remains the standard for Indigenous fine art, every artist is juried and/or evaluated. This includes artists in every Co-op booth. In order to maintain our standards, we have amended the criteria for Co-op both applications and now require a separate application for our Co-op groups. The biggest change to the application process is that SWAIA must evaluate and approve every artist included in each Co-op booth with a maximum of 6 artists per 10'x10' booth and 8 per 10'x20' booth. PLEASE NOTE that each potentially participating artist MUST SUBMIT 2 images per artist. Every submission must comply with SWAIA standards for each classification. If you are unsure as to the standards, please contact us, and they will be provided to you (2016 standards online at www.swaia.org).

Your co-op will be accepted into Santa Fe Indian Market based upon the integrity of your artists in congruence with SWAIA standards. Please send in images of artwork clearly labeled per artist and labeled per image file. All images can be combined on one CD/DVD and/or USB drive. We will also accept emailed images to speed up the process. Email these files to SWAIA: images@swaia.org

Upon acceptance please take note that the Co-Op Booth fee is different from an individual artist booth fee. As each Co-op will have more than one artist included in their booth, SWAIA has made the change in booth fee to reflect the difference between individual artists and Art Collectives or Co-Ops. Booth fees for Co-op booths will be \$1,200(10'x10') or \$1,800(10'x20').

The Santa Fe Indian Market is pleased to welcome your submission for possible inclusion in this year's market. As our Co-op Booth Program has increased in popularity, we are excited to potentially include your art forms within an event that presents some of the brightest and most meaningful fine art to a world audience.

If you have any questions regarding the application, please call. We look forward to your submission!

With Warm Regards,



Dallin Maybee, Chief Operating Officer

John D. Jones, Esq., Chief Development Officer



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2017 Santa Fe Indian Market Application Instructions

A. Eligibility Requirements

All Co-op groups must present documentation that their artists are enrolled members or designated Tribal Artisans of a United States or Canadian federally recognized tribe or Alaskan Corporation in the form of a Certificate of Indian Blood Card (CIB/CDIB), tribal enrollment number and/or Secured Certificate of Indian Status Card (CIS/SCIS). If you are a federally certified non-profit, please send documentation

B. Application Fee

Applications and a \$50 non-refundable application fee must be received in our office by **5pm, Friday, June 30, 2017**. Please NOTE: Co-op Groups can download a printable copy of the form from the SWAIA website; www.swaia.org but you must *MAIL, HAND DELIVER or EMAIL* your application. You must submit your application to our office postmarked or by the above deadline. Declined credit/debit cards or applications received after 5pm on June 30th are subject to the \$100 late fee (\$150 total) and this may delay or prohibit your acceptance into Indian Market. Credit/debit card payments can be made by phone to SWAIA: (505) 983-5220

Please make funds payable and MAIL applications to:

SWAIA
PO Box 969
Santa Fe, NM 87504

To HAND DELIVER applications and fee payments, our PHYSICAL ADDRESS (UNTIL MAY 19, at which point we will be moving) is:

SWAIA
215 Washington St
Santa Fe, NM 87501

Email Images to SWAIA:

images@swaia.org

C. Booth Preferences

SWAIA has final authority for the assignment of ALL booths, sizes, LOCATIONS, and sharing arrangements. Booth fees are NOT due until you have received an official acceptance letter from SWAIA. Booth fees for Co-op booths will be \$1,200(10'x10') or \$1,800(10'x20').

D. Digital Images

Each Co-op artist, 4-12(more than 8 are required to have a 10'x20' booth) artists total, must submit 2 images for your work in order to complete your application. Please follow the instructions carefully. Make sure your CD is clearly labeled. We no longer accept slides. If you are a co-op artist and DO NOT submit images, your application will be considered INCOMPLETE, and you will not be able to participate in Indian Market. The quality of your images are critically important. Poorly composed, blurry, busy or images improperly sized will effect your jury scores. The following instructions will assist you in presenting your work in the best way possible.

Acceptable Media:

CD and/or USB drive. Please keep the sizes of your image files to under 1.5 MB per image. Especially if by Email.



----- Co-Op Group Name/Artist Name



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Exhibitor Contact Information

Co-Op Group Name _____

Contact Person(s) _____

Primary Tribe/Nation(s) _____

All U.S. and Canadian Federally Recognized Tribe/Nations are eligible to apply

Address _____

City _____ State _____ New Mexico CRS Tax # _____

Zip code _____

Phone _____ Cell _____ Email _____

Participation

Please indicate the classification(s) for which each artist is likely to exhibit, collaborate, or enter for judging. You MAY select more than one for each artist; however, Remember to include images and descriptions for EACH classification you plan on entering for judging. See instruction page for assistance. (Example: 1. John Doe 100000001 III, V, VII)

Artist Name	Tribal Enrollment #	Classification(s)
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____

10. _____
 11. _____
 12. _____

10x20 Booth Only

Classification Key:

- I. Jewelry II. Pottery III. Paintings/Drawings/Graphics/Photography IV. Pueblo Wooden Carvings V. Sculpture
 VI. Textiles VII. Diverse Arts VIII. Beadwork/Quillwork IX. Youth XI. Basketry

Exhibition Space Booth Fee

Each Co-op participant will be assigned a 10'x10' (\$1,200.00) or 10'x20' (\$1,600.00). booth space. Please only submit payment upon acceptance into the 2017 Indian Market.



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Images and Art Descriptions

Two (2) images are REQUIRED for each artist showing in a co-op booth, with a maximum of 8(10'x10') or 12(10'x20') artists per booth. Use this form (copy more pages if needed) to provide detailed descriptions of each image. Each image must show a SINGLE piece of artwork. No detail shots are allowed. The artwork depicted in the image must have been completed within the last three (3) years. ALL SWAIA Artists are REQUIRED to submit images.

Image 1: Artist/File Name _____

Mo/Year Completed _____ Dimensions (HxWxD) _____

Object/Title _____

Materials _____

Techniques _____

Image 2: Artist/File Name _____

Mo/Year Completed _____ Dimensions (HxWxD) _____

Object/Title _____

Materials _____

Techniques _____

Image 1: Artist/File Name _____

Mo/Year Completed _____ Dimensions (HxWxD) _____

Object/Title _____

Materials _____

Techniques_____

Image 2: Artist/File Name _____

Mo/Year Completed_____ Dimensions (HxWxD)_____

Object/Title_____

Materials_____

Techniques_____

*******Please Duplicate this Page for Additional Artists (If Necessary)*******

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Application Fee

Please include a \$50 non-refundable application fee. **Applications must be received by 5:00PM, Friday, June 30, 2017.** A late deadline of July 7, 2017 is available, however an ADDITIONAL non-refundable late fee of \$100 (\$150 total) will be assessed. No applications will be accepted after July 7th. Please make funds payable to SWAIA. **SWAIA does NOT accept Cash or personal/business checks.** Credit Card, Cashiers Check or Money Orders only.

Cashier's Check # _____ Money Order # _____

Credit Card Type: Visa Master Card American Express

Credit Card # _____ Expiration Date _____

CSC Code _____

Name as it appears on the Credit Card _____

Signature of Cardholder approving charge _____

*******NOTE: Please send ONLY application fees. Booth fees are NOT due at this time. *******

Application Checklist

- Completed and Signed Application
- Enclosed the non-refundable application fee
- Included my SIGNED City of Santa Fe Special Events License Application – NOTE: Your Application will be considered INCOMPLETE and you will not be able to participate if not included AND signed.
- Include your tribal enrollment numbers and documentation
- Enclosed two images per artist and artwork descriptions for EACH
- If you have any questions, please call the SWAIA office. 505-983-5220

Exhibitor Declaration

I have read this statement and attest that I am the artist and that all artwork submitted by our organization is a true and accurate representation of work to be sold at the 2017 Santa Fe Indian Market. I understand by signing this application, I agree to abide by SWAIA's Indian Market Standards and Rules, including but not limited to all work being made by me, or in the case of a collaborative work, by my collaborator and me. I also agree to abide by the rules set by my City of Santa Fe Special Event Business License and State of New Mexico Tax and Revenue Department regarding any and all fees and taxes. My signature indicates that my application is true and complete and I agree that all decisions are at SWAIA's discretion.

SIGNATURE: _____

Date: _____

2017 CITY OF SANTA FE SPECIAL EVENTS LICENSE APPLICATION

THIS FORM MUST BE RECEIVED BY SWAIA

For questions regarding this Special Events License Application (SELA), call the City of Santa Fe at 505-955-6551.
This application must be signed and returned to SWAIA.

Contact Information

Name _____ DBA/Business Name _____

Mailing Address _____

SSN: _____

Phone _____ Emergency Phone _____

Artist Food Other

Event Name: **Santa Fe Indian Market** Dates: **August 19-20, 2017**

A Combined Reporting System (CRS) gross receipts tax* (sales tax) number is required to conduct business in the City of Santa Fe. If you do not have a gross receipts tax number, contact the State of New Mexico Taxation and Revenue Department at 505-827-0951 or visit <https://tap.state.nm.us/>

By signing this application, the vender agrees to file gross receipts taxes on the sales made within the City of Santa Fe at the special event for which they are participating pursuant to §23-5.2 (L) plaza uses; events; allowed uses.

Prior City License No Yes (If you already have a City License and include number) _____

CRS Number _____

Contact Person _____ Phone _____

Title _____ Date _____

Signature _____

*The gross receipts tax is a tax imposed by the State of New Mexico on persons engaged in business in New Mexico for the privilege of doing business in New Mexico

FOR OFFICE USE ONLY

Control# _____ Amount _____
Receipt# _____ Date _____
License# _____