



GENERAL SHOW APPLICATION CHECK LIST

CHECK LIST:

Your application cannot be considered unless it contains everything on this check list. **Return all items by mail to Pacific Fine Arts Festivals, PO Box 280, Pine Grove, CA 95665 or email all items to pfa@pacificfinearts.com.**

1. Lake Tahoe/Tahoe City applicants include a copy of your proof of car insurance.
2. SEND ONE (1) SET of six (6) good quality photographs, or more if necessary to cover the breadth of your work. No CDs for this requirement. Images should be CURRENT—within the last two (2) years. Include four (4) images, or more as needed, of your various artwork pieces, one (1) image of entire stocked display and one (1) of you working in your studio with supplies and tools and work in various degrees of completion. These images should be representative of all products to be displayed for sale. Your name or business name should be printed on back of each photograph. When submitting your images, remember that this presentation is how the selection committee chooses the event's participants.
3. In addition to the aforementioned photos: If you would like to submit images of your work for publicity and advertising consideration, please email both horizontal and vertical images at 300 dpi or greater and in .jpeg format to pfa@pacificfinearts.com, or include a CD with this application. Please title the images or CD with your name.
4. **Include a separate page with your Artist Statement/Biography.** Be sure that your name/business name is included on this page.
5. **Include a separate page with a description representing all work you intend to bring including the following information**—what is your medium, what is your subject matter, what do you use to create your art or craft. Be sure that your name/business name is included on this page.
6. Space fee checks/money orders made out to PFAF or Pacific Fine Arts Festivals, or Visa/Mastercard payment information listed above. A second, separate check is required for each extra space request per event. Note: \$15.00 fee for NSF checks.
7. A self-addressed envelope large enough and with adequate postage to return your pictures if you mailed them to us by USPS. Your images will be returned within four (4) weeks after the last event to which you have applied has taken place. Images cannot be returned if the envelope submitted is not large enough or is without adequate postage.
8. A self-addressed, stamped postcard if you would like us to acknowledge receipt of your application packet. On the postcard in the memo area please note the shows for which you've applied.
9. **READ AND SIGN THE POLICIES / HOLD HARMLESS PAGE.**
10. Your application cannot be considered unless it contains everything on this check list. **Return all items by mail to Pacific Fine Arts Festivals, PO Box 280, Pine Grove, CA 95665 or email all items to pfa@pacificfinearts.com. We will accept applications after the deadlines for space or waiting list consideration.**