

# 2010



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## REGULATIONS AND BOOTH POLICIES

<b>Regulations</b>	Artists participating in the Indian Market must be in compliance with the Indian Arts and Crafts Acts of 1990, a truth-in-advertising law that protects consumers, Native American artists, craftspeople, business, and Tribes. All artists are required to sell their own work and items displayed must be properly identified in accordance with Indian Market Rules and Standards.
<b>Booth Space</b>	Booth dimensions are 10 foot by 10 foot. Artists may erect their own canopy, however it must not exceed assigned dimension. No stakes allowed. Weights are required. If any canopy exceeds its dimensions, you will be asked to move it. Booths must be reloaded on Sunday by 6 P.M. Artists must provide their own table and chairs.
<b>Early Check-in</b>	Artists are encouraged to stop at Artist Check-in booth on Friday, December 10th from 12 Noon - 4 P.M. for early check-in. Artists may set up after check-in. This will help alleviate the rush on Saturday morning.
<b>Loading, Unloading &amp; Parking</b>	A loading and unloading area is designated for your convenience. Immediately after unloading, please move your vehicle to its assigned parking lot. Vehicles are subject to towing if not in proper parking area or blocking entrance / exit.
<b>Booth Occupancy &amp; Volunteer Booth Sitters</b>	All confirmed artists must be physically present during market hours. Providing an alternate sales associate does not constitute artists being present. Artists needing breaks during the event may request a volunteer booth sitter at the Hospitality area. Volunteers are NOT allowed to sell art.
<b>Quality Control</b>	The Quality Control panel will conduct their duties throughout the event. If you are asked to put away any items, please do so immediately. Any dispute of a product or interpretation of rules must be submitted in writing and will be decided by a majority vote of the Advisory Committee whose decision is final.
<b>Pricing Items</b>	All artists are strongly advised to place prices on each art item. This will assist customers in readily determining if an item is within their budget range.
<b>Fulfillment of Orders</b>	Any artist who does not fulfill prepaid orders by customers, on a timely basis, risks not being invited back to PGMA Indian Market.
<b>License and Sales Tax</b>	Each artist is responsible to register with City of Phoenix (602) 262-6785 Ext.4 and State of Arizona Revenue (480) 545-3500 ask for License and Compliance Officer. Artists must collect, report and pay appropriate city, county and state sales taxes for all items sold at the Market.
<b>Badges</b>	Artists must wear their own Market badge at all times during the Market. Hospitality Tent requires badges.
<b>Security and Waiver</b>	Artists are responsible for their art and booth during the market. Security will be provided beginning Friday, December 10th at 8 A.M, through Sunday, December 12th until 7 P.M. including overnight on Friday and Saturday. Pueblo Grande Museum Auxiliary, 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 market grounds.
<b>Pets Prohibited</b>	No pets allowed on the market grounds, except dogs assisting visually handicapped persons. Artists bringing pets will be asked to leave grounds and forfeit their booth space.
<b>Advisory Committee Purposes</b>	The Advisory Committee, experienced in various phases of special events, was established in 1999 to assist in refining overall Indian market guidelines, policies and rules. In addition, they are responsible for maintaining quality standards and overseeing the artist's selection process.
<b>Advisory Committee Members</b>	Eunice Kahn (Navajo) Chairperson; Judith Durr (Choctaw); Tom Jackson (Muscogee Creek/Ponca); Elizabeth Young (Potawatomie)