

# Newcastle Commons Art Fair

July 19, 2025

*Application for vendor participation*



**Mail form to Newcastle Arts Council by May 31, 2025**

**E-mail: [Newcastlewaarts@gmail.com](mailto:Newcastlewaarts@gmail.com)**

**Regular mail: 13541 SE 83<sup>rd</sup> St., Newcastle, WA 98059**

Vendor Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Website \_\_\_\_\_ Social Media Accounts \_\_\_\_\_

**Please provide pictures of the products sold or booth set up with your application along with a description of your items for sale here:** \_\_\_\_\_

## **General Vendor Information -**

- Hours of operation will be from 10:00am to 5:00pm. Artists will be allowed to set up their space starting at 8:00am in the morning and should be ready to go no later than 30 minutes from the opening of this event (9:30am). Artists are further expected to remain until the event closes.
- Location – Courtyards and sidewalks at Newcastle Commons in Newcastle, WA surrounding the corners of Newcastle Commons Drive and 134<sup>th</sup> Place SE. There will be a check in table near the Avalon Newcastle Commons Leasing Office on Newcastle Commons Drive near the North Lawn. Parking is limited so please plan to arrive early to offload your items. Temporary parking for artists to use for offloading will be available along 134<sup>th</sup> Place SE in the loading zones. After you have offloaded your items, a temporary parking pass will be provided to you for free parking on P1 of the parking garage. The parking garage entrance is located on 132<sup>nd</sup> Place SE.
- Participating artists will be provided with a 10X10 space on the sidewalk to showcase their artwork. The location will be determined by the committee, and it cannot be changed. Spaces may either be on grass or on concrete. You are responsible for bringing your own display materials, tables, tents, etc. Booth spaces do not include power. Each vendor is responsible for keeping their 10x10 space and surrounding area free of trip/slip hazards.
- There is no cost to participate in this event. However, Newcastle Arts Council is a 501c3 and would gladly appreciate your donations so we can continue to provide for these events and activities in our community.
- Health requirements – This is an outdoor event. Although we are not anticipating there will be any specific health restrictions at the time of this event we will be monitoring the situation leading up to the event and will make adjustments to be in line with other markets in which you may be participating. We will evaluate adjustments or changes necessary to the operations of the art fair based on requirements or recommendations from state, county and local health departments. You are responsible for your sales transactions and reporting of those transactions for tax purposes. The City of Newcastle is not requiring art vendors to have a business license specific for this event.
- Final determination of participation is at the discretion of Newcastle Arts Council.
- For additional information please contact Newcastle Arts Council at [Newcastlewaarts@gmail.com](mailto:Newcastlewaarts@gmail.com)

## **VENDOR AGREEMENT**

Upon registration acceptance to the 2025 Newcastle Commons Art Fair held at Newcastle Commons, I/we hereby waive, release, and discharge any and all claims for damages for personal injury, death or property damage which I/we may have or which hereafter may occur to me, as a result of participating in this activity. This release is intended to discharge in advance Newcastle Arts Council and AvalonBay Communities Inc (Newcastle Joint Venture LLC/Avalon Newcastle Commons) ("Sponsoring Parties"), their officers, employees, and agents from any and all liability arising out of or connected in any way with my/our participation in said activity, even though that liability may arise out of negligence or carelessness on the part of the Sponsoring Parties, their officers, employees, and agents. It is further agreed that this waiver, release, and assumption of risk is to be binding on my/our heirs. I/we agree to indemnify and hold the Sponsoring Parties, their officers, employees, and agents free and harmless from any loss, liability, damage, cost or expense which they may incur as the result of my/our death, injury, or property damage that I/we may sustain while participating in said activity

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_