

# BAZAART

## Bazaart Makers Market 2024: Exhibitor Rules and Regulations

### About Bazaart Makers Market

**Date:** Saturday, June 15, 2024

**Time:** 10 AM to 5 PM

**Admission:** \$5 for members, \$7 for non-members, free admission for children 12 and under.

The 51st annual Bazaart Makers Market will take place on Saturday, June 15, 2024, from 10 AM to 5 PM. Bazaart is hosted outside on the grounds of the MacKenzie Art Gallery, at the corner of Albert Street and 23rd Avenue in Regina, Saskatchewan; admission fees are \$7 per person; \$5 for members; children 12 and under are free.

Each year over 5,000 attendees support independent makers, artists, and craftspeople by purchasing their work. One of the MacKenzie Gallery's major fundraising initiatives, Bazaart is an opportunity for the Gallery to generate funds for our exhibitions and programming while developing and strengthening the local small business and arts economy. In their applications, all artists are encouraged to demonstrate their technical skill, cultural competency, and both the quality and originality of their products.

### Application Requirements & Process

- Bazaart accepts applications from a wide range of established and emerging Canadian artists and craftspeople employing both traditional and experimental art forms.
- Bazaart is a juried show, meaning that submitted applications will undergo a careful review by a panel of experts who will evaluate and select participants based on originality, technical skill and quality, and cultural competency. You can find information on the assessment criteria [here](#).
- Jury members and their immediate family are not eligible to apply.
- Artisans must electronically submit **three high quality images of their work** along with the application. **If no photos are submitted, the application will be considered incomplete.**
- Artists interested in participating in Bazaart must submit a completed application form by **Thursday February 29, 2024**. Our jury will review your application, return their selections to the Gallery, who will then notify the successful applicants. See **Application Fees and Deadlines** and **Notification** for more information.
- **Artisans who submit their application after the deadline will be subject to an additional charge of \$50 for late administration fees.**

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## Application Fees & Deadlines

Artisans and Food Vendors who submit their application after the deadline will be subject to an additional charge of \$50 for late administration fees.

Booth sharing is NOT permitted.

VENDOR TYPE	ARTISAN	FOOD
BOOTH SIZE	10 FT W x 15 FT D	10 FT x 20 FT
EARLY BIRD	\$250 – application must be submitted on or before February 15 <sup>th</sup> , 2024.	N/A
REGULAR	\$275 – application must be submitted on or before Thursday, February 29 <sup>th</sup> , 2024.	\$415 (includes power and Wascana Authority fees) – application must be submitted on or before Thursday, February 29 <sup>th</sup> , 2024.
PLEASE NOTE	Electricity to booths is an additional \$30. Power is available in booths 73-154 only.	Any vendors operating a food concession or selling food products for consumption off-site need to follow SHA Guidelines – please see Health & Safety Permits
LINK	<a href="#">APPLY HERE</a>	<a href="#">APPLY HERE</a>

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## Exhibitor Standards

The MacKenzie is committed to maintaining a high standard of work at Bazaar and therefore reserves the right to decline applications regardless of past participation.

All works exhibited should be the intellectual property of the maker. As such, mass-produced and re-sale products that have not been created by the applicant (either solo or in collaboration with another artist) do not meet our criteria for display and sale. All works must be an original creation.

It is an expectation of the MacKenzie Art Gallery that the creation, sale, and marketing of your work reflects an understanding and adherence to CARFAC's 'Think Before You appropriate' guidelines; a tool to assist makers in ensuring that their designs are sensitive to issues of misappropriation. Please read the full guide [here](#).

If your project is Indigenous-led or is in collaboration with an Indigenous artist, we ask that you identify that information on your application. This information helps to ensure these guidelines are met during the adjudication process.

The exhibited work must correspond with the quality and style of the digital images submitted.

## Notification

All completed applications received by the MacKenzie Art Gallery on or before **Thursday February 29<sup>th</sup>, 2024**, will be reviewed by the 2024 Bazaar Jury. Artists will be notified of the status of their application by **March 25<sup>th</sup>, 2024**. Notification will be via e-mail unless a preference for notification by phone or post is indicated.

Unsuccessful applicants will have their fee refunds processed on **March 26<sup>th</sup>, 2024**.

**Note: It can take up to 7 business days for financial institutions to deposit funds after the Gallery processes the refund. Please contact Carrie Smith at [csmith@mackenzie.art](mailto:csmith@mackenzie.art) for more information.**

## Respectfulness Policy

**We ask all those applying to participate as a juror, vendor, or volunteer for Bazaar, to please take a moment to read our [Vision, Values, Equity, and Accessibility Statements](#).**

We believe that artists and their engagement with our visitors are essential to the success of the MacKenzie, and the success of Bazaar as both a fundraiser for our programming and an opportunity for artists to connect with one another and the broader community.

We are so excited to celebrate our successes together and work toward the shared goal of creating a meaningful and engaging event. As such, we recognize the value of every vendor and volunteer who participates in Bazaar, and we strive to ensure that we provide a respectful and inclusive event with the highest standards of hospitality. We know that as vendors, you share our passion for the arts with creativity and innovation, and that you support our initiatives by always representing yourself and the Mackenzie Art Gallery to the best of our shared abilities.

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## Respectfulness Policy (continued)

Accordingly, we have a zero-tolerance stance on racially charged, ableist, transphobic, or other discriminatory statements or incidents, and reserve the right to remove from our events any vendor, volunteer, or participant that exhibits behavior inconsistent with our vision and values. Attendees, vendors, and/or volunteers who insult, harass, or otherwise interfere with staff and other participants (including volunteers and vendors) may be kindly asked to leave the Gallery and surrounding property. People who are asked to leave on these grounds, are not entitled to a refund of their admission or fees associated with Bazaart.

If you experience or witness any issues, please contact the nearest MacKenzie staff member.

## Display Area Space Allotment

Artisan Vendors accepted to participate in Bazaart are assigned a booth space of approximately 10 feet wide x 15 feet deep on the grounds surrounding the MacKenzie Art Gallery or in the parking area of the T. C. Douglas Building.

Food Vendors accepted to participate are assigned a booth space of approximately 10 feet by 20 feet. **Food vendors with trailers are required to indicate the size of their trailer on their application.**

All spaces available are indicated on the Bazaart Vendor Map. Applicants are asked to indicate their top three preferred booth locations when applying. While the MacKenzie will try to accommodate all requests, **booth display spaces are allotted on a first come, first served basis** (based on the date of application). The map is subject to change.

**The MacKenzie makes the final decision on allocation of display space.**

## Display Guidelines

Artists are responsible for their booth display set-up and take-down and must supply their own tents, tables, chairs, display equipment, hanging supplies, etc. “Knockdown” display systems are recommended for ease of set-up and take-down. Artists are encouraged to have a sign clearly indicating their name. Some booths are on uneven ground; therefore, we require all shelves and display units to be secured and anchored to ensure safety for all participants. Concerns or questions regarding set-up should be directed to the MacKenzie Art Gallery prior to the show’s opening.

## Health & Safety Permits

Any vendors operating a food concession or selling food products for consumption off-site, please follow this [link](#) for the Saskatchewan Health Authority’s Vendor Package - Temporary Permit and email your fully completed application to Carrie Smith by email: [csmith@mackenzie.art](mailto:csmith@mackenzie.art)

Food Vendors with licensed trailers are not required to complete the Temporary Permit form, instead, please provide a copy of your license to Carrie Smith by email: [csmith@mackenzie.art](mailto:csmith@mackenzie.art)

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## Health & Safety Permits (continued)

Any food vendors that generate grease laden vapor, for example by deep fat frying, cooking meat on stove tops/flat tops, cooking with oil on stove tops/flat tops and charbroiling, must be inspected by **Regina Fire Service** at least **two weeks prior to the event**. Email [fast@regina.ca](mailto:fast@regina.ca) or call (306) 777-7830.

## In Case of Inclement Weather

The show goes on, rain or shine! Please note that the event is outside – vendors accepted should have plans for sun/heat management (i.e.: shade structures, water, a fan in the case of booths with electrical), as well as for wind, rain, and/or cooler weather. Artists are responsible for their displays regardless of the weather.

**The MacKenzie reserves the right to cancel Bazaart due to inclement weather or any other unforeseen circumstances which pose a safety risk.**

## Cancellation

Artists accepted to participate in Bazaart but who cannot attend must provide a written notice of cancellation to the Gallery, on or before **May 15<sup>th</sup>, 2024**, to receive a refund of their registration fee less a \$100 administration fee. **Refunds are not available for cancellations made after May 15<sup>th</sup>, 2024.**

**The MacKenzie reserves the right to cancel the event at any time, at which point registration fees will be returned in full to vendors. The MacKenzie Art Gallery is not responsible for any fees incurred by vendors related to travel, lodgings, or set-up for the event.**

## Registration, Set-Up, And Parking

Registration and booth set-up begins at **6:30 AM on Saturday, June 15, 2024**. You must register with our staff upon arrival to receive directions for parking, participant ID, and vendor passes.

Booths must be completely set up and ALL vehicles moved out of Lot 1 and the surrounding booth areas to the designated parking area by 9:30 AM. Booth displays **MUST** remain set up until 5 PM.

Parking is available in Lot 2. [View the Vendor Map.](#)

## Bazaart Makers Market Promotion

The MacKenzie Art Gallery will develop and implement a strategic marketing plan to promote Bazaart. The MacKenzie's website will showcase Bazaart and the participating artisans. The MacKenzie Art Gallery reserves the right to use images submitted by accepted artists for promotional purposes, both in print and online.

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## **Bazaar Makers Market Directory**

All participating artisans will be listed in the onsite Bazaar directory; listing includes artistic category, name, booth number, website and/or e-mail address. Please ensure you provide all necessary information on the application form. The Bazaar directory provides guests with an overview of all participating vendors and assists them to navigate the Bazaar grounds.

## **Bazaar Makers Market Activities**

Bazaar is filled with activities for everyone! Live performances, activities for children and families, and free admission to the Gallery invites visitors to stay, play, and shop both inside and outside the Gallery.

## **Accommodation**

For information regarding Regina attractions and activities, please visit [Tourism Regina](#). **If you will need hotel accommodations, we encourage you to contact Carrie Smith for more information about reduced rates and availability with our hospitality partners.**

## **Bazaar Makers Market Contact**

Carrie Smith, Development Associate, (306) 584-4250 ext. 4254 [csmith@mackenzie.art](mailto:csmith@mackenzie.art)