

JAFAX 2023 Artist Alley Contract

Location and Dates

JAFAX 2023 will be held June 9-11, 2023

DeVos Place Convention Center

Grand Rapids, Michigan

Vendor Hall Hours

Friday June 9: 1:30 PM-7 PM

Saturday June 10: 10:00 AM-7 PM

Sunday June 11: 10:00 AM-4 PM

Only VIP attendees will be allowed into the hall beginning at 1:30 PM Friday and 10:00 AM Saturday and Sunday. All attendees will have access to the hall at 2pm on Friday and 10:30am on Saturday and Sunday.

Hotel Information

The official hotel for JAFAX is the Amway Grand Plaza. You can book a room by visiting the Amway Grand Plaza website, or by calling 800-253-3590.

Mention JAFAX when booking to receive the special booking rate of \$179 per night (plus tax).

187 Monroe Avenue NW

Grand Rapids, MI 49503

Pricing

Tables in the Artist Alley cost \$125 per table. They are 8' tables and come with two vendor badges and two chairs. The table cost must be paid within a week of being accepted into the Artist Alley.

Artists may not resell spaces to other Artists.

Artist Alley is in a closed venue, with set opening and closing times. Artists and vendors will operate in the same space.

Cancellation requests may be made up until May 1st, with refunds offered if another artist is able to fill the opening. Any cancellations after May 1st will not be given a refund. All reimbursed funds will be given 2-6 weeks after the conclusion of the event.

Rules

Tables may only be occupied by one artist or studio. Two artists sharing a table, if not collaborating under one name, is not permitted. You may be charged the full cost of a table if you are found to be violating this rule.

Artists will be accepted on a review basis. After applications have closed, all applicants will be reviewed by a committee. This is to ensure items are hand made by the artist in question and to assess the variety of goods to be sold. Artists' work must be original art created by themselves. An artist may be rejected if their portfolio contains questionable work, as decided by the committee.

Artwork pertaining to Japanese culture is permissible in the Artist Alley. This includes but is not limited to anime, manga, gaming, music, and fashion. Example mediums for these can be original art (including prints of art), sculptures, handmade jewelry, cosplay accessories, plush dolls, paintings, and handmade clothing.

Any artwork that would be a violation of copyright infringement is prohibited in Artist Alley. This includes but is not limited to:

- Fanart that copies the original artist's work.
- Clothing with screen-prints that are not the artist's original work.
- Cosplay accessories that are already licensed and produced.
- Jewelry or keychains made from officially licensed and produced charms or using licensed art.
- Any artwork containing solo trademarked symbols or logos.
- Grab bags.
- Weapons made from and/or containing wood or metal.

If you are unsure if a piece or type of artwork will be accepted, please email the Artist Alley Coordinator.

Adult artwork is permitted but must be housed in its own display that is covered and out of sight of minors. ID checks are required for anyone purchasing Adult artwork. Artists found selling Adult artwork to minors will be expelled from the Artist Alley.

JAFAX enforces a 50/50 rule for fanart and original content. Artists' work must include at least 50% original work in order to be accepted into the Artist Alley.

Badges must be picked up before setup can occur. Badges will be available for pick up starting Friday, June 9th at 8 AM. Set-up will be June 9th from 8 AM to 12 PM.

Load in for Artist Alley will begin Friday, June 9th at 8 AM and end at 12PM. The loading dock will be closing at 12 PM and all vehicles and merchandise must be cleared by that time or possible fines as per DeVos Place operating rules may be applied to the offending person. If you are unable to make this time, contact the Artist Alley Coordinator by June 2nd so arrangements may be made.

Artists who wish to have adjacent tables should contact the Artist Alley Coordinator upon acceptance into the Artist Alley. Tables will be assigned by the Artist Alley Coordinator based on crowd control and the shops' content. You cannot choose your table location.

If a registered artist does not claim their table at the event, JAFAX Inc. will **NOT** issue a refund. Once a table has been purchased, it is the artist's duty to report at that table. If an artist must leave their table for

any reason it is their responsibility to cover their own table while they are away. JAFAX staff and/or volunteers have no responsibility or liability to watch artists' tables.

Outside food and drink is not permitted. If you are caught with food or drinks purchased outside the event you may be asked to throw it out. Empty water bottles may be brought in.

Artist Alley Registration and Application Process

The 2023 Artist Alley will consist of artists selected through review by a panel of JAFAX staff members. The application form requires the following information:

- Your full name.
- Your Name/Studio Name.
- A link to a publicly viewable website/portfolio (Personal website, Etsy, DeviantArt, Storenvy, etc.). Art submitted for review should reflect what you are planning on selling, as we will consider all viewable items as part of the portfolio.
- A mock setup of your artist alley table displaying your merchandise. If you have sold at previous conventions, a photo of a prior setup will be fine if it will not be changing. A layout with dimensions is also acceptable.

Acceptance emails will be sent out no later than one week after applications have closed. If the Artist Alley is not full after this, applications will be re-opened until the Artist Alley is full. If the Artist Alley fills within this time period a waitlist will be created and in the event an artist is no longer able to attend another artist will be chosen to fill this spot.

Power and Wi-Fi

JAFAX Inc. does not provide Wi-Fi or Power. A Power or Wi-Fi plan from DeVos Place for the weekend can be purchased at <https://www.devosplace.org/p/visit/exhibitor-forms>

Payment

Payment for JAFAX 2023 will only be accepted through Paypal. The full cost of your table and any extra badges must be paid within one week of being accepted into the Artist Alley.

Taxes and Licenses

Artists will be responsible for obtaining any licenses, permits, or approvals required under local, state, and federal laws applicable to their activities at JAFAX. Artists will be responsible for obtaining any tax identification numbers and paying all taxes, license fees, and any charges that will come due to any governmental authority regarding their activity at JAFAX.

Liability

JAFAX, JAFAX Inc. staff, volunteers, and DeVos Place, including their representatives, will not be held responsible for any injury, loss, or damage of product of the Artist and Artist vending space whatsoever. JAFAX Inc. will not be held liable for the event's failure to perform due to strikes, riots, or any other situations that are beyond JAFAX's control.

Covid-19 Guidelines

All artists taking part in artist alley agree to adhere to any and all Covid-19 guidelines that JAFAX decides to adopt prior to the start of the convention.

By purchasing a table in the Artist Alley, you acknowledge that you have read the above contract and agree to abide by all rules and procedures outlined.