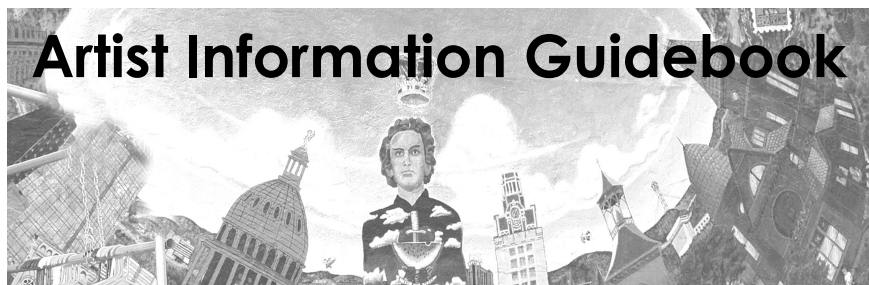


The People's Renaissance Market

also known as:



Licensing Procedure Market Rules Artistic/Craft Criteria

The People's Renaissance Market, also known as the **23rd Street Renaissance Artists' Market**, is Austin's original open air artists' market for artists who make and sell their own work. Licensed artists sell their handcrafted art year-round on 23rd St. at Guadalupe St. across from the UT Tower.

www.austinartistsmarket.com



www.cityofaustin.org/parks

The City of Austin is committed to compliance with the Americans with Disabilities Act. If you require special assistance for participation in our programs or use of our facilities, please call (512) 974-4000.

23rd STREET RENAISSANCE ARTISTS' MARKET ARTIST/VENDOR INFORMATION GUIDEBOOK

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II. WELCOME

Welcome to Your Artist's Market

23rd Street Renaissance
Artists' Market

Dear New Artist:

The 23rd Street Renaissance Artists' Market would like to welcome you as a licensed artist. We're so happy that you've gotten a license with us. The artists look forward to meeting you, and we hope you have great success selling at the market. The artists would also like to invite you to come to each monthly Artists' Meeting to work together on market business every 3rd Wednesday at 7 p.m. at the Dougherty Arts Center. 1110 Barton Springs Rd.

Because this is an outdoor market, we've listed below some information to help you when you're selling in the market.

New Artist – Important Information

1. Please read this Artist Information Guidebook. It lists all conduct, coin flip and guild rules. Many other helpful details are included.
2. Awnings are allowed to be used on your canopy within the market proper. No canopies are allowed extending over the sidewalks on the North and South sides of the market nor over the sidewalk along Guadalupe.
3. Call 911 for emergency situations.
4. Call 311 to make reports to the police of questionable incidents you see and hear, describing the people involved as best you can. This can be done anonymously. The Austin Police Department has requested this.

We hope you enjoy selling at the 23rd Street Renaissance Artists' Market. Once again, welcome to the market.

Your Fellow Artists,
Artists of The 23rd Street Renaissance Artists' Market

III. LICENSING PROCEDURE

The 23rd Street Renaissance Artists' Market is a public market for artists who make and sell their own work.

Artists must obtain a license from the City of Austin prior to selling at the market. Licenses are issued through the Parks and Recreation Department through the History, Art & Nature Division. In this guidebook, an 'Artist' is a Vendor who is licensed by the City of Austin to sell licensed artistic products at this market.

Licenses are issued to individual artists who make and sell their own work. Two artists who make their work together may apply for a shared license. All work must meet the craft criteria of the market. Artists applying for a shared license must both meet the criteria and must abide by the rules of the market. Artist licenses are good for six months or one year from the date of issuance depending on the type of license acquired.

Texas Sales Tax Certificate

Prior to applying for a license, a prospective artist must first obtain a Texas Sales Tax Certificate from the Comptroller of Public Accounts. A sales tax certificate is free of charge by contacting the Comptroller of Public Accounts:

www.window.state.tx.us/taxpermit/

Or contact the **Austin Field Office Taxpayer Services and Collections**
Central Services Building
1711 San Jacinto Blvd., Suite 180
Austin, Texas 78701-1416
(512) 463-4865

Artists are responsible for reporting and paying their sales tax.

The sales tax certificate may be in the individual artist's name, or a business name owned by the artist. Artists may not borrow a sales tax certificate. Artists are not required to obtain a sales tax certificate (start a separate business) specifically to sell at the market, if they have already obtained one in their own or their business' name.

Steps to obtaining a license to sell at the 23rd Street Renaissance Artists' Market:

Step 1: Call for an appointment

Call to make an appointment with a licensor to review your application and work. We are unable to accommodate walk-ins without an appointment. Please notify the receptionist if you are requesting special assistance for participation in our programs or use of our facilities. The Dougherty Arts Center is on the Capital Metro bus route, and is wheelchair accessible.

The Dougherty Arts Center is located at
1110 Barton Springs Road.

Call 974-4000 to make an appointment.

Please arrive for your appointment on time, and call in advance if you must cancel.

Step 2: Please bring all the following items to the appointment:

1. A completed application, available in person at the application site, the Dougherty Arts Center.
2. A Texas Sales Tax Certificate (or a receipt for the certificate from the Comptroller)
3. A photo ID (for a shared license, both applicants must apply in person and provide a photo ID).
4. Samples of each type of artwork to be considered for sale.
5. Six months or yearly fee of \$50, \$100 or \$200 depending on the type of license acquired in cash, cashier's check or money order .
6. If applicable, proof of exemption. License fee exemption will be granted for those who can provide written proof of one of the following (any legally issued proof of age or disability will be accepted) :
 - You are a senior (60 or older)
 - You are a minor (17 or younger)
 - You are a person with a disability
 - You are a veteran (first year license only)

Step 3: Maintain your license in good standing:

1. Set up at the market any time during hours of operation, 8:00am to 10:00pm, 7 days/week, year-round. The market is pedestrian-only except for emergency vehicles.
2. Artists keep their own schedules.
3. Artists are required to display their license and sales tax certificate every time they sell at the market. It is permissible to make a copy of the license and sales tax certificate and block out the personal information (address) on the copy that is displayed. It is also permissible to laminate or frame the sales tax certificate and license.
4. Only sell art approved on your license.
5. Ensure all your work meets the guidelines of the market.
6. Abide by the rules of the market (see page 17).
7. Help make the market a destination for visitors by making it a welcoming, artistic, easy-going place for people to shop and stroll among all the artists. Help maintain the good reputation of the market.
8. Renew your license before it is expired.

The City of Austin offers several different types of licenses to artists who wish to sell in the Market. Any artist may apply for any license that they might qualify for.

A one year license (26yrs to 59yrs)	\$200
A six month license (26yrs to 59yrs)	\$100
A one year license (18 to 25yrs)	\$100
A six month license (18 to 25yrs)	\$50
Initial one year veteran's license	fee waived
Second year veteran's license	\$100
Third year and beyond veteran's license	\$200

Fees are waived upon submission of documentation providing proof for 17 yrs and younger, 60 and older and disabled.

Those artists requesting a veteran's waiver or discount must provide documentation of military status or age during the licensing process.

IV. ARTISTIC/CRAFT CATEGORIES AND CRITERIA

A. CRITERIA FOR ALL ARTISTIC CRAFT MEDIUMS:

1. All items sold at the market must be of the artist's own making, creation and design.
2. Each piece must have at least three separate design elements.
3. The posted value of the artist's work must be greater than the value of the component parts.
4. On a single license, the artist must make the entire piece without help.
5. Only two artists can share a license and both artists must be able to make all elements entirely. No other help is allowed.

*** Note about UT and other Copyright Infringement:**

Market licenses will not be issued for items that incorporate another person or entity's copyright protected material without documentation that the artist has obtained permission to incorporate the image in their design. Even with permission to use a protected image, the artist's work must still meet all other market criteria.

The University of Texas owns the copyright to all logos, font and certain school color combinations related to The University of Texas, UT, Bevo, Longhorns, and other UT designs.

*** Note about drug paraphernalia**

Market licenses will not be issued for items made in any medium which are commonly used, or intended to be used for the consumption of illegal drugs, such as pipes, bongs and other paraphernalia. These items are prohibited from the Market.

B. JEWELRY

Jewelry is defined as a personal ornament such as earrings, necklace, bracelet, anklet, ring, belt (unless governed by another medium such as leather), pins, hair accessories and other adornments such as hat pin, key chain, and other adornment items. Jewelry made out of any metal, fabricated or cast, must be made by the artist.

Commercial chains may be used only as a means of suspending the artist's handmade piece and are not to be sold alone unless the chain is completely handmade by the artist.

1. Strung Bead

Strung bead jewelry is defined as ornaments comprised of either handmade or commercially made beads designed and threaded by the artist. Each piece must include a minimum of three separate creative elements.

On a necklace or earring, when a central design element (pendant) is not a bead or natural object, it must be designed and constructed by the artist and must include two embellishments according to the three criteria rule. The reason that a prefabricated metal pendant is prohibited as a necklace focal point and earring drop is that it opens the door to abuse as experienced in the past. It also protects artists who fabricate or cast metal.

Natural objects such as seashells, feathers, etc., are acceptable as central design elements when the vendor polishes, drills, or mounts the object him or herself.

Plain strands of commercial beads may not be sold or displayed. Adding different beads at the end of commercially strung jewelry is not considered handcrafted. The design of the finished product must be substantially changed from the original strand of beads. Assembly alone does not constitute being handmade (such as hanging commercially made ornaments on an earwire).

Beads handcrafted by the vendor may be sold individually.

2. Fabricated and Cast Jewelry

Fabricated and/or cast jewelry is defined as personal ornaments constructed and/or formed from raw materials such as gold, silver, brass, bronze, etc.

Casting may be done by someone other than the artist but the item must be the artist's original design and the artist must do all finishing work. Pieces plated with different metals must be plated by the artist personally because plating is the finishing work.

The artist does not necessarily have to do their own lapidary. Commercial stones are allowed as long as the artist fabricates and/or casts the setting.

3. Wire

Wire is defined as metal used as the primary component of a jewelry design, including the metal wire wrapping another object such as a stone, or a piece made entirely of metal wire. The piece must be designed and formed by the artist and must include at least three separate design elements.

4. Chain

Chain is defined as intertwined or looped metal pieces. The metal must be formed by the artist and must include three separate design elements.

5. Hemp

Hemp jewelry and artwork is defined as string, braid and other woven pieces made from hemp. The hemp must be woven by the artist and must include at least three separate design elements.

6. Lapidary

Lapidary is defined as cutting, polishing, and or engraving stones. Artists may sell a stone separately if they cut and polish it themselves. Each finished design must be made by the artist who cut the stone.

C. COINS

For a coin, domestic or foreign, to be used as a part of a craft, the coin must be dapped, cut, carved, etched or by some other innovative method of craftsmanship changed, altered, modified or transformed so as to render it no longer recognized, perceived or considered to be the United States of America or any other country's 'legal tender.' For example, attaching a coin to a key chain, money clip or a cut piece of metal are prohibited.

D. ENAMEL

Enamel is defined as glass ground to powder and fused with heat to a metal surface. Pre-cut, pre-stamped metal blanks do not meet the criteria. Images must be original work by the artist. Commercial stencils are prohibited.

E. METAL CRAFT

Metal Craft is defined as objects constructed and/or formed from raw materials such as gold, silver, brass, bronze, etc.

Casting may be done by someone other than the artist, but the item must be the artist's original design and the artist must do all finishing work.

Open flame torches are prohibited at the Market.

F. GLASS CRAFT

Glass craft is defined as the product of 1) heating and blowing, shaping or fusing, or 2) chemically etching and sandblasting, or 3) cutting, arranging, and assembling of glass.

Pipes and bongos are prohibited at the Market.

G. WOOD CRAFT

Wood craft is defined as items constructed from unfinished boards, logs, slabs or other raw wood materials worked through to the final wood product. Commercial pre-cut, pre-route shapes used as any part of the final product are prohibited.

H. LEATHER CRAFT

Leather craft and leatherwork is defined as any item made from uncut hide and worked through to the final product. All tooling, lacing, stamping, and staining must be done by the artist. Pre-cut, pre-stamped blanks and kits are prohibited.

Commercial metal embellishments like conchos, medallions, etc. are limited to six on each finished item. Such adornments shall not be the only embellishment on the item on which they appear, but can only be used when handcrafted tooling, stamping, braiding, leather appliqué, decorative stitching, or beading is also used. Functional snaps, fasteners, buckles, eyelets and grommets shall not be counted as one of the six limited decorations.

Metal studs and spikes can be the primary design element if they are handset by the artist.

Commercial belt buckles are prohibited from being sold separately. Commercial belt buckles may be sold attached to the handmade leather item if the price of buckle is included in the price of the belt. The value of the artist's work must be greater than the value of the buckle.

Commercial watches are prohibited from being sold separately. Commercial watches may be sold attached to the handmade leather item if the price of watch is included in the price of the leather item. The value of the artist's work must be greater than the value of the watch.

I. CERAMICS AND POTTERY

Ceramics and pottery are defined as wares made from clay shaped and hardened by heat. Ceramics and pottery may be wheel-thrown, hand-built, cast from the artist's originally created mold, and be glazed or natural. Castings produced from molds or original artwork by the artist is considered handcrafted. All glazing must be done by the artist.

J. SCULPTURE

Fabricated and/or cast sculpture is defined as products or carving, cutting, bending and molding wood, stone, clay, metal, resin, etc. into 3-dimensional objects and ornaments. Sculpture produced from molds of original artwork by artist is considered handcrafted.

K. MIXED MEDIA

Mixed media is defined as a 2-dimensional or 3-dimensional object that utilizes a variety and combination of more than one craft or medium. Assemblage is considered handcrafted if the piece includes the three separate design choices and the value of the artists' work exceeds the value of the component pieces.

L. BOTANICALS AND FLOWERS

1. Natural Flowers and Plants

Natural Flowers and Plants are defined as natural flowers and natural plants if the flowers or plants are grown from seed or cutting or kept by the licensee for at least 30 days before they are offered for sale. Additionally, the pot containing the flowers or plants meets the criteria for the craft in which it is made. For example, plants sold in a clay pot must meet the criteria for ceramic and pottery, and must be produced

by the artist.

2. Terrariums

Terrariums are defined as enclosures for raising indoor plants. Terrariums must meet the criteria for the craft in which they are constructed. If plants, including bonsai and topiaries are used, they must conform to the plant criteria.

M. TEXTILES AND FIBER ART

Textiles and Fiber Art are defined as crafts made from fiber or fabric, such as sewn items, knitting, crochet, needlework, macramé, batik, tie dye, and weaving begun with un-knotted cord, string, rope, or yarn. Fiber spun or spun and dyed by the artist can be sold un-knotted and un-braided. Materials other than fiber may be incorporated to complement the design. Used media must be identified as used or repurposed.

1. Sewn Items

Sewn items are defined as products constructed from commercial bolt or hand-woven fabric cut and sewn to produce an individual item such as garments, toys, appliqué, pillows, quilts, etc. Quilted items must be constructed from fabric quilted and sewn by the artist. Items constructed from pre-quilted fabric are not considered hand-crafted.

2. Knitting and Crochet

Knitting and Crochet are defined as items constructed of yarn, cord or other strung materials woven with knitting needles. Knitted pieces may be hand stitched together. Other materials may be hand stitched as accent pieces.

3. Needlework

Needlework is defined as items constructed of thread, string, fine yarn, or other strung materials constructed with sewing needles. Examples of needlework include needlepoint, embroidery, tatting, bargello, needle punch, hook rags, drawn-thread, lace, linen (or their borders), including needlework pieces intended to be attached to other sewn items.

4. Macrame'

Macrame' is defined as items constructed of yarn, cord, string, rope or other strung material knotted or braided by hand. Materials other than fiber may be incorporated to complement the design.

5. Batik, Tie Dye

Batik, tie dye and surface design are defined as original designs created on fabric with dye. Single-color uniform dyeing of a commercially available

garment does not meet the criteria.

6. Surface Design

Surface design of cloth may be painted, stamped, discharged, or screen printed. Screen-printed items may be screened by the artist or sub-contracted to another artist so long as the design is the artist's original artwork and does not infringe on copyright. Pre-fabricated "iron-ons" or appliqués do not meet the criteria.

7. Weaving

Weaving is defined as textile made from thread, yarn, straw, fabric, cloth or fiber art constructed with a spinning wheel, loom or hand weaving tools. The textile and finished piece must be constructed by the artist and include at least three separate design elements. Fiber spun or spun and dyed by the artist can be sold un-knotted and un-braided.

N. FINE, GRAPHIC AND LITERARY ARTS

Fine and Graphic Arts are defined as original art in the form of original drawings, paintings, photography, prints, comics, hand made journals and sculpture.

1. Drawing and Painting

Drawing and Painting is defined as unique, original representation of a variety of themes, subjects, moods, portraitures or ideas on a variety of surfaces and with a variety of mediums, as in oil, chalk, pencil, etc. and in any size. The artist must sign the original. Use of spray paint while at the market is prohibited.

2. Photography

Photography is defined as the art or process of producing images on sensitized surfaces by the action of light. Photography includes film and digital media. The photographer must originate the image. The print shall be a custom print. The photographer/artist shall control the variables (cropping, tonality, burning, dodging, etc.) of the final print. All prints must have the signature of the artist.

3. Prints

Prints are defined as engravings, lithographs, silk screens, and wood or linoleum cuts, as in any impression printed in black and white or in color from one or more matrices conceived and executed entirely by the artist. All original prints must have the signature of the artist. When an edition is limited, the serial number and an indication of the total edition must be upon the face of the print. A 'reproduction of a print' is defined: as a copy of the artist's original artwork produced by a high-speed mechanical and/or photo-

mechanical process, as in 'off-press or letter press.'

4. Graphic Arts

Graphic Arts and Graphic Design are defined as original 2-dimension images hand-drawn or created with design tools including design software, on paper and other surfaces which may be two or three dimensional. The design must be the artist's original creation, including any photography or existing images which are incorporated into the graphic design.

5. Comics or Caricatures

Comics or caricatures are defined as hand drawn, painted, or graphically designed images representing people, animals, unique creatures and scenes. Text accompanying the image must be the artist's original creation.

6. Handmade Books, Journals, Paper Crafts

Handmade Books, Journals, Paper Crafts are defined as paper items, books, and other fiber collections where the paper is made from raw materials by the artist, or where manufactured paper is used to create an original item made from the paper, as in origami. Books and journals with a handmade cover bound to manufactured paper meet the criteria so long as the artist's work includes at least three separate design elements, and the value of the artist's work exceeds the value of the component pieces.

7. Literature

Literature is defined as books, short stories, poetry, articles and all other written works. Each work must be the artist's complete and original work, including illustrations. Cover art may be designed by another artist as long as the value of the artist's work exceeds the value of the component pieces, including the cover art.

O. MUSIC, FILM AND ELECTRONIC MEDIA

Music, Film and Electronic Media are defined as sound or visual recordings onto any media (LP, CD, DVD, film, video, mp3, etc.). This category is designed for independent and 'DIY' (do it yourself) projects. The work must be the artist's original creation. Content, including music compositions, film script or electronic script must be originated by the artist. Additionally, the artist must contribute substantially to the production of the finished piece, as in produce, play, direct, animate, or perform some other substantial portion of the creation of the finished product. Collaborators (additional musicians, editors, costumers, designers of the cover art etc.) will be allowed if the completed work is created substantially, more than 50%, by the artist.

For example, a singer/songwriter may write songs, perform them on the recording, but utilize a producer to edit the work and an artist to design the CD cover. However, a filmmaker who performs one or even two elements of the creation of a film would still need substantial collaborators to produce a finished film. This would not be considered enough of the artists' individual work to fit within the guideline that 'the value of the artist's work must be greater than the value of the component parts.'

Headphones must be used to listen to any audio products for sale.

P. BATH AND BODY PRODUCTS

Bath and Body Products are defined as soap, mists, salts, lotions, beauty products, candles, potpourri, incense and other non-edible, consumable bath, beauty and home products. Medicinal and herbal therapy products are prohibited. All regulated products must be licensed by the regulating agency (Federal, State, City, County, etc.) as required and must comply with all laws relating to that type of product.

These products must be hand crafted, demonstrate three design elements and be demonstrably unique to commercial products. Ingredients must be cited on all products.

Q. CUSTOM CRAFTS

Licensors may issue a license for a custom craft by describing the item specifically, such as: 'Santa dolls,' 'wood and metal wind chimes,' 'dream catchers,' etc. Custom crafts must meet the Criteria for All Artistic Craft Mediums and also any individual craft medium in which the item is made.



V. **VENDING RULES AND REQUIREMENTS**

A. **SETTING UP FOR BUSINESS**

1. Market hours are 8:00am to 10:00pm, 365 days per year. There is no minimum requirement or limit to the amount of time or days that you may set up. Artists may choose any day(s) and time(s) between the hours of 8:00am and 10:00pm.

Please note: The 23rd Street Renaissance Artists' Market is an open-air market, which means it is outdoors. There is no designated or reserved parking, no shelter from the elements and no on-site storage or restrooms. All tables or booths used by the artists must be able to withstand the elements.

2. The 23rd Street Renaissance Artists' Market is located on 23rd Street (West) between Guadalupe Street and San Antonio Street, excluding the alley and two 5-foot aisles on the north and south of the plaza reserved for wheelchair access.

**The fire hydrant
must be visible and accessible at all times.**

3. Artists must bring and set up all their own display equipment. Market spaces are 10' x 10'. Artists' goods are confined to this 10' x 10' space and may not occupy more than one space or block pedestrian traffic.
4. Any canopies used must be no larger than 10' x 10'. Canopies of the size 10' x 20' may be used only with permission of the neighboring space holders. If neighboring spaces are filled, canopies are restricted to 10' x 10'. Awnings extending off of canopies are permitted. All canopies and awnings must remain inside the Market area proper. No awning is allowed in front of the Market along Guadalupe nor over the public sidewalks along the north and south walls of the Market.
5. All booths, canopies, tables and displays must be secure against the wind. Please ensure that all of your property is weighted or tied down. The artist will be held liable should any of their property cause damage or injury because it was not

secured against the elements.

6. Artists are required to display their Market license and their Texas Sales Tax Certificate at all times when they are set up for business at the Market.
7. Clean your booth space when you pack and leave the market.
8. Artists may leave their booth set up while taking brief restroom or meal breaks, not to exceed 1 hour. The artist leaving their space must cover the display with a drape and post a sign stating "Back at (posted time)."
9. Artists are expected to behave in a polite, professional demeanor at all times to other artists and the general public, and to abide by the Rules of Conduct.
10. If arriving at the Market prior to 8:00 am, stand on the space you want. To select an alternate spot, place a clearly identifiable marker on it. Rocks, bricks or random objects are not considered to be legitimate markers. Artists may only place a marker on one spot.
11. 8:00 am coin toss ('8 AM FLIP'): If arriving at the Market prior to 8:00 am, stand on the space you want. By definition, when the UT Tower clock's small hand is on the 8 and the large hand touches the first numeral of the 12, at this time, spaces can't be acquired or changed. If more than one person is standing on the spot, the artists will determine who may set up in that spot by a coin toss. The chiming of the UT Tower clock signals the flip at 8:00 am. Artists must be present at 8:00 am to participate in the coin toss. Markers do not 'save a space' for the coin toss. Artists must select their first choice for the coin toss. If they lose the coin toss, they may select an available spot. They may not participate in another coin toss.

Flipping Rules:

- All artists must use a U.S. quarter for the coin toss.
 - All coins flipped must land on the ground.
 - 2 people: one calls, one flips.
 - 3 or more people: 'Tails elimination.' Each artist standing on a spot at 8:00 am will flip a U.S. quarter for the first round. Heads wins, tails are out. If all artists flip tails in a particular round of a coin toss, then all those artists repeat the coin toss. Each artist who flips tails is out. Remaining artists flip a U.S. Quarter for another round. Continue flipping the coin for another round until only one artist flips heads. If the coin toss eliminates all artists except the last 2, those two artists may use the '2 person' flip rule: one calls, one flips.
12. Persons standing alone on a spot at the 8:00 am chime have won that spot. Winners of a flip have won the spot.
 13. If not occupied when the small hand is on the 8 and the large hand touches the first of the numeral 12 and at the Tower's chime, all marked spots become alternate spots and they are won by the owners of the markers of the spots.
 14. Unmarked spots become available to artists on a first come, first serve basis when the small hand is on the 8 and the large hand touches the first of the numeral 12 and at the Tower's chime.
 15. Artists who win a coin toss must place a clearly identifiable marker on the spot. Rocks, bricks or random objects are not considered to be legitimate markers. Spots won at 8:00am will be surrendered if winners are not back by 10:00 am chime of the UT Tower clock to set up.
 16. Winner of said space must be physically setting up in space by 10 AM. Winner cannot give space away if he or she does not want to set up. It then becomes available to loser of original flip, or the original losers of the spot may repeat the coin toss. If they do not want the spot, it is open to anyone else. If more than one artist wants the spot, they may determine the winner of the spot with a coin toss.

B. RULES OF CONDUCT

Artists are responsible for themselves, their guests and their pets.

Firearms of all kinds are prohibited on Market property.

1. Artists will conduct themselves in a professional and business-like manner when interacting with other artists and the public.
2. Artists will confine all display, merchandise, and visitors to their 10' X 10' space, as to keep from interfering with other artists and the flow of customer and pedestrian traffic.
3. Artists are responsible for the actions of their guests within the Market. Guests whose number, appearance, language, lack of hygiene, or demeanor may offend or intimidate customers or other artists must be asked to leave the market. Guests must be prevented from blocking access or traffic flow to, by or through any aisle or display. Guests are prohibited from policing other artists, engaging in an activity that would discourage or intimidate potential customers from shopping at another artist's booth, or engaging in other legal activities at the Market. Guests are prohibited from or being under the influence of alcohol or drugs in the Market.
4. Artists will refrain from approaching a customer viewing another artist's display.
5. The Market is open to the public and 'family friendly.' Physical confrontations, verbal arguments, abuse, assault, confrontation, intimidation, profanity, lewd behavior or actions that cause others to leave the Market are prohibited.
6. Artists and guests are prohibited from making derogatory remarks about another artist or any aspect of their merchandise. Artists and guests are prohibited from engaging in any activity that would discourage or intimidate pedestrians and potential customers from engaging in legal activities, such as shopping at another artist's booth at the Market.
7. Artists and guests are prohibited from using or being under the influence of alcohol or drugs while in the Market.

8. Artists and guests are prohibited from buying, selling, or engaging in any free exchange of illegal drugs or drug paraphernalia at the Market.
9. Artists are encouraged to call the police (311 or 911) if they observe violations in city, state or federal laws.
10. Artists and guests will support police officers or City staff while in performance of their duties while in the Market.
11. Artists and guests will refrain from approaching another artist over infractions in the rules. For example, one friendly reminder such as, 'don't forget to display your Sales Tax Certificate,' is permitted. Artists and guests are prohibited from 'policing each other' or attempting to verbally or physically enforce the rules upon other artists. If artists observe a violation, they may report it following the reporting procedures.
12. Rather than directly approaching a new artist about a question regarding their merchandise, file a Merchandise Complaint Form with the Parks and Recreation representative at 974-4000 for a re-evaluation of the new artist's work.
13. Artists are responsible for their pets. Pets must be leashed and tagged in accordance with state laws and city ordinances. Artists must clean up after their pets. Pets must be kept from interfering with other artists or customers.
14. When or if audio devices are used, they must be used with headphones to avoid distracting others. Acoustic and amplified instruments are prohibited outside of City-sponsored events with appropriate sound permits. If played acoustic instruments must be played on the public sidewalk along Guadalupe St.
15. Artists may load in at the loading zone for no more than 30 minutes on a first come, first served basis. Artists may never block visibility of the market from the street for any reason.
16. Artists will refrain from verbal arguments, repeated profanity or physical confrontations with other artists or the general public

**When you call 311 or 911
(as directed by the Austin Police Dept.):**

- * Always ask for the case number
- * If an officer has not arrived in 20 minutes or so, call APD again with case number to inquire when an officer will be arriving.
- * Request a call back from the dispatcher for a report, rather than having the officer come to you in person, after you've made a call.
- * If you are unhappy with the officer's response or handling of a situation, ask for a supervisor for clarification. You can pursue this all the way up the chain of command in APD until you are satisfied.
- * Calls are prioritized at dispatch and are responded to by officers as they are able.

UNLOADING

The Transportation Department has given artists permission to use Commercial Loading zones with proper auto identification. The code prescribes:

(A) "Commercial vehicle" means a vehicle designed, used, or maintained primarily to load, transport, and unload material and property.

(B) ...a person operating a commercial vehicle shall display the name of the commercial enterprise on the vehicle:

(1) permanently on each side of the vehicle in letters not less than two inches high and one inch wide in a color that contrasts with that of the vehicle; or

(2) temporarily on each side of the vehicle by a sign that:

(a) is constructed of durable material;

(b) is no less than eight inches high and 24 inches wide;

(c) and has letters not less than two inches high and one inch wide in a color that contrasts the background color of the sign.

Source: 1992 Code Sections 16-1-1 and 16-5-10(A); Ord. 031204-13; Ord.031211-11

Commercial parking is available in the alley behind the market and on Guadalupe but vehicles must be moved after unloading. Artists in violation of parking guidelines will receive one warning from City staff that they are in violation of Market rules.

The Austin Independent Business Alliance



The 23rd Street Renaissance Artists' Market is a collective of Artists acting as independent contractors. As such the Planning and Development Committee for the Market has become a member of the Austin Independent Business Alliance. This will increase visibility for all of the Market's Artists in addition to:

- Creating and Promoting [IBIZ districts](#).
- Hold [mixers](#) for our members.
- Produce [luncheons](#) for members and soon-to-be members.
- Publish IndieAustin, a directory of members.
- Arrange joint [media buys](#) for our members.
- Raise the visibility of local business issues.
- Advocate for locally owned business.
- Host national films & authors.
- Partner on business building workshops.
- Promote independent businesses to tourists.
- Help local businesses solve problems.
- Enlighten you about the cultural and economic importance of local spending.

Please remember to shop locally and support Austin's home grown businesses like those at the 23rd Street Renaissance Artists' Market.

VI. LICENSE VIOLATIONS

A. REPORTING A VIOLATION

Artists are encouraged to call the police (911) if they observe violations of city, state or federal laws or feel that they or their property are under direct threat from another person. Artists who call 911 should remain where the police are summoned to and provide information to law enforcement when they arrive.

Artists and guests must refrain from approaching another artist over infractions in the rules. If an artist observes an infraction of the rules, they may call the Market liaison at 512-974-4000 or email artistsmarket@austintexas.gov. You may also file an Dispute Resolution Form. Please provide any evidence that would back up your incident report, such as reports from witnesses, pictures of the infraction, contact information from a police report, etc.

Dispute Resolution Form p. 25

Complete the Dispute Resolution Form or a document containing the same information and submit to the Market Coordinator c/o the Dougherty Arts Center, 1110 Barton Springs Road, Austin TX 78704. Fax: 512-974-4003. Include the names and telephone numbers of witnesses.

Witnesses may complete their own Dispute Resolution Form.

**Dispute Resolution
Form**



**23rd Street Renaissance
Artists' Market**

Date of Complaint: _____ Date of Incident: _____

Person Filing Complaint: _____

Telephone #: _____

Email Address: _____

Person you are filing this claim against: _____

Police Called? Yes- No (circle one)

Officer Name: _____

Police Report filed? Yes – No (circle one) Case # _____

Summary of Complaint in detail:

(include names and contact information for all parties involved)

File this complaint with the 23rd Street Renaissance Artist's Market
City Liaison at the Dougherty Arts Center, 1110 Barton Springs Rd.
512-974-4000 or email to:

www.artistsmarket@austintexas.gov

For Staff Use Only

Staff Action:

Date Issue Addressed:

Staff Person Addressing Issue:

B. SUSPENSION AND REVOCATION

1. A license may be suspended or revoked for good cause.
2. A license may be suspended or revoked upon violation of the ordinance by an Artist.
3. A license may be suspended or revoked upon a public offense by an Artist.
4. A license may be suspended or revoked upon a violation of the license by an Artist, including, the Craft Criteria, Vending Rules and Requirements, Setting up and Operating in the Market, the Rules of Conduct, and related rules established by the Director of the Parks and Recreation Department.
Source: 1992 Code Sections 15-4-1(K) and (N); Ord. 031204-12; Ord. 031211-11; Ord. 20080724-040.
5. When a license is suspended or revoked, the Director or Designee will provide the Artist with a letter of suspension or revocation, citing the issues and infractions. Also included with the letter will be an Appeals Procedure form.
6. Only licensed Artists may set up or sell in the market. Artists are required to display their license and Texas Sales Tax Certificate at all times while in the market. A City employee may inspect a Artist's license and Texas Sales Tax Certificate while in the market. Any person set up in the market who is unable to produce either of these documents will be dismissed from the site immediately.

Merchandise Complaint Form (p. 27)

If you are concerned that an artist is not selling items appropriate for the market, do not approach them with your concerns. Fill out a Merchandise Complaint Form on the following page. Submit completed form to:

The 23rd Street Renaissance Artist's Market City Liaison at the
Dougherty Arts Center, 1110 Barton Springs Rd. 512-974-4000 or
email to www.artistsmarket@austintexas.gov

**Merchandise Complaint
Form**



**23rd Street Renaissance
Artists' Market**

Person Filing Complaint: _____

Telephone #: _____ Email Address: _____

Person you are filing this claim against: _____

Police Called? Yes- No (circle one)

Officer Name: _____

Police Report filed? Yes – No (circle one) Case # _____

Summary of Complaint in detail:

(include names and contact information for all parties involved)

File this complaint with the 23rd Street Renaissance Artist's Market City Liaison at the Dougherty Arts Center, 1110 Barton Springs Rd. 512-974-4000 or email to:

www.artistsmarket@austintexas.gov

For Staff Use Only

Staff Action:

Date Issue Addressed:

Staff Person Addressing Issue:

C. APPEAL PROCESS

1. An artist with a suspended or revoked license may appeal within ten (10) working days from delivery or postmark on the letter of suspension or revocation. To appeal, the artist must complete the Appeal form and submit within the ten (10) working days to the Market Coordinator c/o the Dougherty Arts Center, 1110 Barton Springs Road, Austin TX 78704. Fax: 512-974-4003. Email artistsmarket@ci.austin.tx.us.
2. The Market liaison will schedule a meeting with the artist and the designated Appeals Committee, comprised of the following:
 - a. Parks and Recreation Board Member
 - b. Parks and Recreation Employee
 - c. EGRSO Employee (Economic Growth and Redevelopment Services Office)
3. The Appeals Committee will make their recommendation to the Director of the Parks and Recreation Department.
4. The artist will receive a decision from the Director within five (5) working days of the appeal meeting.

Request for Appeal Hearing



**23rd Street Renaissance
Artists' Market**

Date of Appeal Request: _____

Name(s) on Suspended or Revoked License:

Address: _____

Phone Number(s): _____

Email: _____

License number: _____

I (we) received a letter of suspension from the Parks and Recreation Department on _____ (date). I am (we are) requesting an Appeals Review with the Appeals Committee for the following reasons:

I agree to appear before the Appeals Committee. I solemnly swear that the statements on this document are true.

Signature: _____

Date: _____

VII. GENERAL INFORMATION

1. Useful Information

Artists As Public Relations - You, as a licensed artist in the market, are the most important public relations for the market with your creativity, smile, great attitude and enthusiasm.

Facebook Address: 23rd Street Renaissance Artists' Market

UAP (University Area Partners-U.T. area neighborhood association) – Meets every 4th Tuesday, 2 pm, Newman Hall at 21st St. & Guadalupe. Market pays annual membership dues of \$100. Important to attend.

Friends Of The Artists Market – Email community support group to the market. friendsoftheartistsmarket@gmail.com. Password is “austintexas” to add or subtract names and email addresses.

Murals in the market – The University Coop owns the buildings on the North and South sides of the market. The murals are sealed with a swimming pool seal. The Stephen F. Austin mural is painted on plaster and periodically needs to be repaired and touched up.

Awnings are permitted attached to artists' canopies, as long as they face into the market space. Awnings are prohibited from extending out over public sidewalks that face Guadalupe or the North and South sidewalks.

Artist Recruitment – Info Fliers are restocked to the boxes on the South wall of the market, all public library branches by artists, city liaison restocks to the Dougherty Arts Center (DAC), Mexican American Cultural Center (MACC), and the Carver Center. Artists who own brick & mortar stores are allowed to sell at the market as long as they follow market rules.

Market Hours – By ordinance, artists are permitted to sell at the market from 8:00am to 10:00pm, 7 days a week.

2. Promotion

Unified Branding – Use the same market logo on all promotional materials, including market signage.

Website Address—Include in all promotional activities
www.austinartistsmarket.com

3. Market Business

The 23rd Street Renaissance Artists' Market was established by citywide vote by the citizens of Austin in a public referendum in 1971. The market formally opened in 1972. It became an all handmade market in 1976. This market belongs to the artists and the public.

Communication – By email is best and preferred by city employees and most businesses. This creates documentation.

4. New Artist Information Fliers

Box On the Market Wall – Restocked by Market artist volunteer.

Austin Public Library Branches – Artist Volunteer send twenty (20) copies of flier to Head of Branches, who will distribute to branch libraries to put up on bulletin boards..

Dougherty Arts Center – 1110 Barton Springs Rd.
Emma S. Barrientos Mexican American Cultural Center —
600 River Rd.

George Washington Carver Museum and Cultural Center —
1165 Angelina Street

Artist-To-Artist E-Mail List

If you would like to stay informed about issues important to the vitality of the market, please send your e-mail address to the Artist-To-Artist E-mail List manager and fellow market artist Jennie Bennett at jenniembennett@gmail.com. All e-mails are sent confidentially. This e-mail list is used exclusively for business for the 23rd Street Renaissance Artists' Market.

5. Brochures

Hotels/Motels – Contract is renewed annually with Certified Folder Display Service, Inc. 760-727-5100/800-799-7373, www.certifiedfolder.com, who is the sole distributor of rack cards to the Austin Metro area, from Waco through San Antonio on I-35.

Brochure Design Ideas – Look at www.certifiedfolder.com for brochure ideas. Photos are listed on this website of display racks and photos of individual brochures in the display.

Austin Visitor Center – Renew contract each January 1st. Check how many brochures they need.

Rollerblade Brochure Distributor – Fritz Blaw 512-554-4034 motorblade@aol.com, 1300 Ridgehaven, Austin, TX 78723. Provide brochures 3 weeks before event for distribution. Read procedure on website. Distributes 1,250 brochures to 200 Austin locations.

Box On the Market Wall – Restocked by Market artist volunteer.

Austin Public Library Branches – Restocked by Market artist volunteer to Head of Branches, who then sends them all to branches.

Dougherty Arts Center, MACC, and Carver Center – Restocked by Market city liaison at the Dougherty Arts Center.

6. Financial

Market Funding – Self funded by 80% of artists' license fees.

Open Records Request - Any artist may put in an Open Records Request with PARD for market financial inquiries. This is permitted under the Freedom Of Information Act. A designated city employee handles these inquiries and will respond by email immediately, and will fill your request within 10 working days.

Market Financial Reports – Provided by market city liaison at monthly artists' meetings. These can also be requested by Open Records Request. This report lists Year-To-Date running balances for Expenses separately from Revenues. The two balances are reconciled at the end of the fiscal year on September 30th, to give the market's current balance to start the new fiscal year on October 1st.

7. Legal

Market Name - On legal matters, when you deal with the city, the market needs to be called the People's Renaissance Market. This is the original name of the market when it was established and is the name on all city documents. To the public and in all our promotional materials, we call the market the 23rd Street Renaissance Artists' Market because this name says where the market is located and what it is.

Texas Open Meetings Act – Any public meeting date, time and location must be publicly posted a minimum of 72 hours before the meeting. Read what government meetings are open to the public. This can be very important regarding city government decisions about the market.

Holiday Street Closure – Market is permitted by ordinance to close West 23rd Street to San Antonio Street from the market alley, Thursday-Sunday in November, and Monday-Sunday in December. Ask market city liaison to arrange for street barricades when needed.

Street Closure for Special Events – City Of Austin Special Events office 974-6501. Must apply 6 months prior to event date for street closure. This is only needed for market events in January through October.

Street Vending Questions – Contact Margaret Guerrero at margaret.guerrero@austintexas.gov in the office of the City Of Austin Street Vending if you have concerns about vendors selling on the sidewalk along Guadalupe.

No motor vehicles within the boundaries of the market except emergency vehicles.

Market Boundaries—Guadalupe to Alley from North to South walls of adjoining buildings. South sidewalks from Alley to Nueces, across from church, and Nueces to next Alley, next to University Coop Parking Garage.

9. Collected Wisdom

Over the years the 23rd Street Renaissance Artists' Market has come to understand several issues related to operating and selling at the Market. Some of these include:

Points to remember:

The City of Austin is the source and provider of the Market. Treat all meetings and communication with the City as business. Be respectful and ask for guidance as to the best way to achieve your goals. Document all communications and decisions and work cooperatively with the City. You will receive better results with that in mind.

The 23rd Street Renaissance Artists Market Liaison is the first point of communication with the City Management.

All meetings with City Management should be documented and minutes taken. Record meeting date, place and time, those in attendance and get a copy of the agenda.

The City is a large organization with many levels of management. This means that business is sometimes slow and that finding the proper person to approach is not always clear. It is sometimes necessary to remind City staff of a project you are pursuing. Always use patience and understanding when dealing with City staff. This should always be done in a respectful manner bearing in mind the many tasks that are asked of all City of Austin employees.

Present information thoroughly. Many requests are returned to the presenter for lack of information. Remember the City staff is in place to serve all of the citizens of Austin. Include the potential impact in your presentation on all of the citizens both young and old.

As the City is the sponsor of the Market, any work done there must be done by or approved by City staff. This is not always the most affordable way to do things but this is a procedure that must be followed. Only the City can approve an outside vendor to do work at the Market.

On city projects over \$5,000, to hire a private contractor, the City must request bids. Please remember that the bidding process can take several weeks.

If artists need to smoke while at the market, as a courtesy to your neighbors and customers, please smoke away from other artists booths.

8. Planning and Development Team

23rd Street Renaissance Artist's Market

Artists' Planning and Development Team

The 23rd Street Renaissance Artist's Market is guided by a Planning and Development Committee composed of licensed artists. The P&D Team meets every third Wednesday of the month at 7:00pm at the Dougherty Arts Center. The P&D Team discusses and takes action on issues related to the Market on a wide range of topics. Some of these include:

- Finance
- Promotion
- Market Rules
- Website and electronic communication
- Relations with nearby businesses
- Relations with the City of Austin
- Relations with local population
- Relations with the Austin Police Department
- Signage
- Market Festivals
- Artist's behavior issues

Any and all artists are welcome to join the group just by attending the meetings. Bring your good ideas and help the Market grow and prosper well into the future.

Some of the work achieved by the Artists' Planning and Development Team include:

- This Guidebook
- Posted Signage
- New license types
- Advertising with KLRU
- Fortieth Birthday Celebration
- New Website and Blog

The P&D Team meets every third Wednesday at 7:00pm at the Dougherty Arts Center, 1110 Barton Springs Rd. Austin, TX 78704

10. Liability Waiver

23rd Street Renaissance Artists' Market

City of Austin

Liability Waiver

Liability Waiver:

I, _____ do hereby agree to indemnify and hold harmless the 23rd Street Renaissance Artist's Market, the Austin Parks and Recreation Department and the City of Austin from any incident resulting in bodily injury or property damage and all claims or causes of action that might arise out of my activities while involved with a City of Austin sponsored activity (Renaissance Market). I waive any right of action I have against the City of Austin for any injury or loss of property of any kind incurred during this activity. Signing and submitting this form is required of all artist/vendors doing business with the City of Austin.

Signed: _____ Dated: _____

DBA/License #: _____

License Term: (from/to) _____



VIII. GOVERNANCE AND ADMINISTRATION

A. ESTABLISHMENT OF THE MARKET BY CITY OF AUSTIN ORDINANCE

1. The 23rd Street Renaissance Artists' Market, aka, the People's Renaissance Market is a public market operated on public right of way, which is governed by City Ordinance (a law passed by the Austin City Council) through the Director of the Parks and Recreation Department or their designee.

Source: Ord. 031204-12; Ord. 031211-11.

The most current version of the ordinance is maintained on the City Clerk's website at:

www.cityofaustin.org/cityclerk

Select:

Public Records

City Code/Charter

Select Frames or No Frames

Search keyword: Renaissance

Select desired chapters and sections

2. The 23rd Street Renaissance Artists' Market, aka, the People's Renaissance Market is located on 23rd Street (West) between Guadalupe Street and San Antonio Street, excluding the alley.

Source: 1992 Code Section 15-4-5; Ord. 031211-11.

B. LICENSING AUTHORITY AND GOVERNANCE OF THE MARKET

1. Artists must be licensed to sell at the Market. Artists are required to display their license and Texas Sales Tax Certificate at all times while in the market. A City employee may inspect a Artist's license and Texas Sales Tax Certificate while in the market. Any person set up in the market who is unable to produce either of these documents will be dismissed from the site immediately.

Source: Ord. 031204-12; Ord. 031211-11; Ord. 20080724-040.

2. The Parks and Recreation Department Director or their designee oversees licensing and procedures related to licensure, including application and artistic craft criteria, licensing rules, suspension and revocation rules, market operation rules, and other requirements of the Market.

Source: Ord. 031204-12; Ord. 031211-11; Ord. 20080724-040.

Source: 1992 Code Sections 15-4-1(K) and (N); Ord. 031204-12; Ord. 031211-11; Ord. 20080724-040.

C. EXPENDITURE AUTHORITY AND PROMOTION OF THE MARKET

The Parks and Recreation Department Director authorizes expenditures for improvements or promotional activities at the Market. The Director or their designee oversees maintenance of the market.

Source: 1992 Code Section 15-3-1(O); Ord. 031204-12; Ord. 031211-11.

D. FUNDING AND STAFFING

The 23rd Street Renaissance Artists' Market is a public market funded by 80% licensing fees. The Market is not a program with city funding or staffing to manage activities. Department staff have been assigned to ensure compliance with the ordinance and other City policies such as Purchasing Policies.

E. ROLES AND RESPONSIBILITIES

1. Artists:
Obtain licenses to sell at the market. Abide by the rules of the market.
2. The Director of the Parks and Recreation Department, or their designee, the History, Art & Nature Division Manager:
Oversees licensing, maintenance, and approval of expenditures.
3. Licensor:
Review applications and artistic crafts of applicants to the market. Process payments and issue licenses to applicants whose work meets the criteria of the market.
4. Austin City Council:
Approves laws and changes to the ordinance.

F. LICENSING APPOINTMENTS

For questions about the Market or to make an appointment to obtain a license, call 974-4000. Licenses will only be issued with a complete application, signature of the artist declarations, appropriate fees and approval by the licensor.

Mayor and City Council

Lee Leffingwell, Mayor
Sheryl Cole, Mayor Pro Tem
Chris Riley, Place 1
Mike Martinez, Place 2
Kathie Tovo, Place 3
Laura Morrison, Place 4
Bill Spelman, Place 5



Office of the City Manager

Marc Ott, City Manager
Michael McDonald, Deputy City Manager
Robert Goode, Assistant City Manager
Sue Edwards, Assistant City Manager
Bert Lumbreras, Assistant City Manager
Anthony Snipes, Acting Assistant City Manager
Ray Baray, Acting Chief of Staff

Parks and Recreation Department

Sara L. Hensley, CPRP, Director
Kimberly A. McNeeley, Assistant Director
Cora D. Wright, Assistant Director
Jesse Vargas, Assistant Director



Parks and Recreation Board

Jane Rivera, Chair
Jeff Francell, Vice Chair
William Abell, Board Member
Susana Almanza, Board Member
Dale Glover, Board Member
Lynn Osgood, Board Member
Susan Roth, Board Member



The purpose of the Parks and Recreation Department is to provide, protect and preserve a Park System that promotes quality recreational, cultural and outdoor experiences for the Austin community.

The People's Renaissance Market Website Application www.austinartistsmarket.com

Would you like to be listed on the 23rd Street Artist's Market/ Renaissance Market website?

Would you like to link your website to the Market's website?

Please fill out the form on the following page. The Market's website features market history, location, directions and hours, parking information, maps, how to become a vendor, fees, rules and regulations of the market, artist's guidebook, events, artist's listing by category and/or name with contact information (website), Artists' Planning & Development Team members, contact information and other relevant and interesting information.

Return completed form to:

Renaissance Market Liaison
Dougherty Arts Center
1110 Barton Springs Rd
Austin, TX 78704



www.austinartistsmarket.com

Please print only the information you want listed on the website:

Name _____

Business Name _____

Items to be sold _____

Phone _____ Email _____

Your Website address _____

Please write a short bio about yourself and your work: _____

Do you agree to have your photo, or photographs of your artwork published on the website? Yes _____ No thanks _____

Signature _____ date _____

**IX. APPLICATION FOR ARTISTIC CRAFTS VENDOR'S LICENSE
VENDOR DECLARATIONS
23rd SREET RENAISSANCE ARTISTS' MARKET**

APPLICATION DATE _____

The City of Austin is committed to compliance with the Americans with Disabilities Act. If you require special assistance for participation in our programs or use of our facilities, please call (512) 974-4000.

The 23rd Street Renaissance Artists' Market, aka People's Renaissance Market is a public market governed by the City of Austin through the Parks and Recreation Department. This application and these rules apply to the Market located on 23rd Street between Guadalupe and San Antonio Street. Vendors must be licensed by the City in order to sell at the Market, and must abide by all rules. The People's Renaissance Market was established by city wide referendum in 1971 and by the Austin City Council through Council Ordinance numbers 031204-12 and 31211-11.

Artist names, addresses and phone numbers become public information upon licensing.

NAME (OWNER) _____

NAME (shared license) _____

BUSINESS NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

ADDRESS WHERE PRODUCT IS MADE (if different from above) _____

CITY _____ STATE _____ ZIP CODE _____

BUSINESS / CELL _____

HOME PHONE _____

EMAIL _____

TX SALES TAX PERMIT NUMBER: _____

ITEMS PROPOSED TO BE SOLD Applicant check box for each craft

Staff only	Staff only	Staff only
<input type="checkbox"/> Strung Bead Jewelry	<input type="checkbox"/> Ceramics & Pottery	<input type="checkbox"/> Drawing & Painting
<input type="checkbox"/> Fabricated & Cast Jewelry	<input type="checkbox"/> Sculpture	<input type="checkbox"/> Photography
<input type="checkbox"/> Wire Jewelry	<input type="checkbox"/> Mixed Media	<input type="checkbox"/> Prints
<input type="checkbox"/> Chain Jewelry	<input type="checkbox"/> Natural Flowers & Plants	<input type="checkbox"/> Graphic Arts
<input type="checkbox"/> Hemp Jewelry	<input type="checkbox"/> Terrariums	<input type="checkbox"/> Comics or Caricatures
<input type="checkbox"/> Lapidary		
<input type="checkbox"/> Coins	<input type="checkbox"/> Sewn Items	<input type="checkbox"/> Handmade Books, Journals, Paper Crafts
<input type="checkbox"/> Enamel	<input type="checkbox"/> Knitting & Crochet	<input type="checkbox"/> Literature
<input type="checkbox"/> Metal Craft	<input type="checkbox"/> Needlework	<input type="checkbox"/> Music, Film, Electronic Media
<input type="checkbox"/> Glass Craft	<input type="checkbox"/> Macrame	
<input type="checkbox"/> Wood Craft	<input type="checkbox"/> Batik, Tie Dye & Surface Design	<input type="checkbox"/> Bath & Body Products
<input type="checkbox"/> Leather Craft	<input type="checkbox"/> Weaving	
<input type="checkbox"/> Custom Crafts (please describe) _____		

Artist-To-Artist E-Mail List

If you would like to stay informed about issues important to the vitality of the market, please send your e-mail address to the Artist-To-Artist E-mail List manager and fellow market artist Jennie Bennett at jenniembennett@gmail.com. All e-mails are sent confidentially. This e-mail list is used exclusively for business for the 23rd Street Renaissance Artists' Market.

Artist Declarations ~ Before the City of Austin Licensor, I swear and affirm that:

- The information provided on my application is true and correct.
- 100% of the items juried by the City of Austin licensor and 100% of the goods that I will display in the market are of my own original making, creation and design. I will not get any help in making or selling my work for the market. Any new item proposed for sale shall be reviewed for approval by the City of Austin licensor prior to sale.
- I agree to abide by all the Artistic Craft Criteria, Vending Rules and Requirements including the rules for Setting Up for Business and Rules of Conduct.
- I understand and agree that my license may be revoked by the City of Austin at any time that I break the rules or the terms of the license are not met.
- I understand and agree that I will appear at a meeting upon the City of Austin's request, and I further agree to personally create, upon one week's notice and in the presence of the City staff or subcommittee thereof, any art or craft product offered for sale on my license.
- I agree to respect my fellow artists, customers and pedestrians in the market, neighboring businesses, the commissioners, and any representative of the City of Austin while I am a licensed artist with the Renaissance Market.
- I agree that I and/or my co-licensee will be the only person(s) who will sell what I/we make.

ARTIST'S PRINTED NAME

ARTIST'S SIGNATURE

APPLICATION DATE

ARTIST'S PRINTED NAME (Shared license)

ARTIST'S SIGNATURE (Shared License)

APPLICATION DATE

Proposed license applied for: (circle one)

- | | |
|---|------------|
| A one year license (26yrs to 59yrs) | \$200 |
| A six month license (26yrs to 59yrs) | \$100 |
| A one year license (18 to 25yrs) | \$100 |
| A six month license (18 to 25yrs) | \$50 |
| Initial one year veteran's license | fee waived |
| Second year veteran's license | \$100 |
| Third year and beyond veteran's license | \$200 |