

Methow Valley Studio Tour Application 2015

September 19 & 20 (Saturday and Sunday), 2015, 9am-5pm

Presented by Confluence Gallery & Art Center * Methow Arts * Twispworks

Artists contact: salyna@confluencegallery.com ◦ (509) 997-2787

STUDIO TOUR SEPTEMBER 19 & 20, 2015

WELCOME!

Thank you for your interest in the Methow Valley Studio Tour. As “members” of the Studio Tour, we support one another and work together to organize and operate the event. You are now a member of this great group of artists. The Tour is bound to be successful because of you.

ABOUT THE TOUR

The Studio Tour is a festive outdoor event where local artists open their studios while other artists join them in to create an inviting marketplace of fine art.

DATES TO REMEMBER

May 8, 2015	Applications available (Confluence Gallery)
May 23, 2015	Applications and fees due
June 1, 2015	Studio Hosts notified
June 1, 2015	Participating artists notified
July 11, 2015	DUE: Final fees, bio, & photos due
August, 2015	Meeting with studio “hosts”, date and time TBD by “hosts”
September 19-20	Studio Tour

ABOUT THE STUDIOS

You can choose a specific studio and we will make our best attempt to accommodate you. When assigning artists to the studios we consider the following: a variety of mediums, total number of artists, and the capacity of the studio. A list of artists and their locations will be sent by email at the beginning of June. Before the Tour, the studio “host” will have a meeting with the artists to discuss display arrangements, set-up/take-down, security, lighting, decorations, and overall ambience of your location. Street signs and extra brochures will be provided.

If you would like to offer your studio to be on a future Tour, please consider these important issues: location (easy to find), space for displays, safety for vendors and patrons, adequate parking, electricity, and accessibility for guests and your neighbors. Each studio location is juried by the Steering Committee prior to acceptance.

ORIGINAL WORK

As a venue of artwork, we look for professional work, designed and crafted by the artist, with original designs, and quality craftsmanship. Artwork that is mass-produced with the use of commercial kits or molds, pre-fabricated forms, or imported items will not be eligible.

E-MAIL

Most of our communications take place via e-mail, so it’s important that you have access to e-mail and can check it regularly.

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VOLUNTEER OPPORTUNITIES

The Methow Valley Studio Tour supports artists in our community by providing a professional and inviting local venue. As members of the Tour, we support each other and work together to organize and operate this annual event.

BUSINESS LICENSES

Artists are required to have any and all business licenses and permits that are needed for their operation, and comply with all applicable ordinances, rules and regulations of county, city, state, and federal governments. The current sales tax rate for Okanogan County is 8.2%.

MARKETING

Advertising, Community Activities: We promote the Studio Tour through ads in local publications, tourist guides, and calendars. We promote the event through the Methow Arts quarterly publication. Press releases are sent with photographs to our area newspapers. We post on our websites and social media.

Brochures: Our brochures/postcard will be sent to our constituents, as well as regional art-related contacts and the media. We will provide brochures to each artist, and suggest that you send these out to your customer base, friends, and family. You can also hand them out at shows or galleries where your work is displayed. The brochures will be ready about one month prior to the show.

E-Mail: We will provide a compact postcard-style show handout via e-mail about 2 months before the Tour. You can use it to e-mail to your customers, friends, and family. You can also print it out and use it to hand out at shows or galleries.

Your Home Town: If you are not a resident of the Methow Valley, we encourage you to help promote the Tour by posting the brochures and posters around your home town and surrounding areas.

Your Website: If you have a website, be sure to link to the Confluence website and refer to the Studio Tour link in your mailings, e-mails, and other related materials.

BOOTH ATTENDANCE, SHARING

You must be present at your booth throughout the event. There is no booth sharing.

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CD REQUIREMENTS FOR PHOTOGRAPHS AND OUR WEBSITE

You will need to submit photos of your artwork and bio information for the website, brochure, press releases, and possibly ads and other marketing materials. Note: brochure photos may be cropped to square proportions.

Instead of sending a CD you can e-mail the information requested below to salyna@confluencegallery.com. Attach the 4 photos, paying special attention to the size, type, and file name requirements below. Send your bio information in the message, not as an attachment. Make sure that you send updated contact information if it should change.

YOUR CD OR E-MAIL SHOULD CONTAIN

1. Bio Information
 - a. Your name
 - b. Business name (if applicable)
 - c. Brief Description of your artwork
 - d. Studio/contact phone number
 - e. Studio/contact e-mail address
 - f. Website (if applicable)
 - g. A brief bio
2. Four Photos
 - a. .jpg files (as attachments)
 - b. 4"x6" minimum size, and 300 dpi or 1200x1800 pixels (to ensure quality print reproduction)
 - c. Do not submit slides or transparencies

QUALITY OF PHOTOS

The effort that you place into your photos pays off. When we choose the art for the brochures, we consider the quality, what stands out when small, which colors relate well to surrounding photos, what crops to the right proportions, and what image clearly identifies your medium and style. Be sure to take your time with your photos to give yourself the best publicity.

If you have questions about submitting your form, fee or photos, please contact Salyna at Confluence. Good luck!

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APPLICATION DEADLINE: May 16, 2015

Artist Name* _____

Business Name* _____

Address _____

City _____ State _____ Zip _____

Phone (home) _____ (cell) _____

E-mail _____

Website _____

Artistic Category (general) _____

Brief Description of artwork* _____

*Please print these items exactly as you wish them to be printed on the brochure

FEES

🔗 \$35 Application Fee

🔗 Fees are not refundable.

I AM APPLYING FOR:

	Application Fee \$35
\$	

Total Enclosed:

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STUDIOS

The studios are assigned based on available space, total number of artists, and the variety of art mediums. We are sorry that we cannot honor all requests, but we strive to provide a variety of work at each studio, given the circumstances. Please indicate your top three (3) choices for studio assignments, understanding that if that studio is not participating, or another artist has a higher priority, you will get the next best space available. If you have no preference, leave this blank. If uncertain, contact Salyna at Confluence for additional information.

1. _____
2. _____
3. _____

CHECKLIST

- Completed Application
- All fee(s) payable to Confluence Gallery
- Artist bio enclosed
- 4 DIGITAL images of current art work
- Signed "Artist's Commitment"

TERMS

I hereby submit my application to Confluence Gallery & Art Center, along with the appropriate fee(s), and have read the information provided. I agree to the terms of this application. I understand that most communications take place via e-mail, and Confluence Gallery, Methow Arts or Twispworks cannot be held responsible for lost or delayed messages. I have access to e-mail, and will inform the Tour Manager of any changes to my address. I agree to provide the required information and images by the deadline provided.

Print Name

Date

Signature

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VOLUNTEER OPPORTUNITIES

The Tour is a cooperative event, in that all of the artists donate some of their time to make it a success. We count on artists to volunteer with studio setup, to place roadside signs, distribute posters, hanging banners. If you have specific skills you are willing to donate please contact Salyna Gracie.

BROCHURES

Each artist can have 25-50 postcards – we encourage you to hand them out. Artists are strongly encouraged to market to their individual audiences.

The postcards and posters will be made available for artists to pick up from Confluence. Please be prepared to pick up your copies about 1 month prior to the event. You will be notified by e-mail as soon as they are available.

OUT-OF-VALLEY ARTISTS

The Studio Tour is open to local artists. Non-local artists may apply, with the understanding that preference will be given to local artists in the event that space is limited.

INSURANCE AND ARTIST WAIVER

Confluence's liability insurance covers damage to the studios, or to an individual, that might be caused by the Studio Tour. It does not cover artwork. The artist assumes all risk of loss or damage to the artist's property.

By my signature below, I agree to hold harmless Confluence Gallery & Art Center, Methow Arts, Twispworks, the Studio Tour Manager, participating artists, and participating studio owners from all claims, demands, actions and causes of action for any and all injuries or damage to or theft of pieces displayed and any personal property brought into the premises of the assigned studio.

Print Name

Date

Signature

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ARTIST'S COMMITMENT

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QUALIFICATIONS FOR ENTRY INTO THE STUDIO TOUR

1. Participating artists will assure that all work is original, displays excellent craftsmanship and portrays the hand and spirit of the artist. All work should be well-conceived and expertly executed and show the mark of the artist's originality.
2. The artist must be closely and thoroughly involved with the design of each article.
3. The artist must be closely and thoroughly involved with the production (for example: rubber stamps, reproduction of prints or greeting cards, or cast jewelry, all of which must be made from the artist's original work).
4. Pieces that are 100% assembled from purchased material may be included if they meet the criteria in number one, above.
5. Each collaborating artist must have contributed to the design or production of each item.
6. The Studio Tour is open to local artists. Non-local artists may apply, with the understanding that preference will be given to local artists in the event that space is limited.
7. Categories that are not acceptable include commercial kits and commercially available plans.

PARTICIPATING ARTISTS

1. Assure that all work shown on the Tour satisfies the qualifications for entry.
2. Pay the application fee which is non-refundable (applies to all artists).
3. Pay the Application and Registration Fees on time, along with all required forms and photos, or make specific arrangements with the Manager if there needs to be a delay.
4. Set up their display, and help set up and clean the studio before and after the Tour.
5. Must be present during Tour at their assigned studio location. A designated substitute may be permitted in some cases.
6. All artists are encouraged to volunteer in the production of each Tour. Artists who need insurance coverage for their artwork need to look into a rider on a homeowner's or business insurance policy. Confluence's insurance covers damage to the studios or an individual that might be caused by the Tour. All artists must sign the waiver on the Registration Form.
7. Artists who do not meet professional standards related to participation or their artwork, or act in a manner that is detrimental to the well-being of the Tour will be asked to leave. There are no refunds in such instances. Artists who have outstanding balances owed to the Tour cannot participate in subsequent Tours unless the full balance is paid and the current application fees are paid on time.

By my signature below, I have read and agree to abide by these standards.

Print Name

Date

Signature