

# NORTHUMBERLAND HILLS STUDIO TOUR APPLICATION FORM 2018

**'Come fill up your senses'**

The tour dates are Saturday, September 8<sup>th</sup> and Sunday, September 9<sup>th</sup>, 2018 .

All participants must be residing artists in Northumberland County, Ontario

## **ENTRY FEES**

### **EARLY BIRD \$225 Deadline, midnight March 23, 2018**

Applications after March 24, 2018 \$250.00 with the deadline of midnight, April 15, 2018

Entry fee is **non-refundable** after **June 15, 2018**. A processing charge of \$50.00 will be retained for cancellations received before this date. Please make cheques payable to "Northumberland Hills Studio Tour"

**ALL APPLICANTS** must submit:

A completed application form with payment. Please mail to Anja Hertle, P.O Box 245, 10821 County Rd. 2, Grafton, ON K0K 2G0

Five (5) digital images representative of your work and detailed directions to your studio to be sent via **drop box to Jay Robinson**

<https://www.dropbox.com/sh/mexk27mbpfzith8/AABouEUdbR8opHjWJaLyUNWsa?dl=0>

A CV (bio) and an artist statement via drop box to Jay Robinson

Any technical queries please email Jay on jay@projectlola.ca

## **NEW 2018 APPLICANTS**

Each new applicant will be subject to a juried analysis and a studio visit. Following this, they will be informed of their acceptance or rejection. If the latter, their cheque will be returned.

## **IMAGES**

Must be current work representative of your art

Five (5) professional quality JPEG images in the correct format

File size : 1080 pixels tall at 300 dpi resolution

Name and number each image as detailed below

EG. #1 Artist's initials Image 1JPG description of work eg. (CA image 1\_jpg) etc. For each image

**All images must be correctly named and numbered and in the correct format and sent via drop box to Jay Robinson (as above)**

**Artists:** please note that the composition of the tour is subject to review to allow for a suitably diverse representation of the artists and artisans in our area. To accommodate growing interest in the tour, please indicate below if you could host a guest artist at your premises

(Maximum of 2 guests per studio only)

Host Artist: Yes\_\_ No\_\_ Willing to be a Guest Artist: Yes\_\_\_\_ No\_\_\_\_

**Tour Brochure and Website Information for ALL applicants:**

For the brochure, please provide a brief description of your work in 75 words max ( including directions)

In addition, give us concise directions to your location/Studio from the nearest county road (if applicable). **(To be submitted via drop box to Jay Robinson) Please proof your description before submitting**

Please note that what you submit will be edited as needed for space, clarity and consistency.

**As this is a volunteer based effort ALL participating artists are required to:**

- Pick up signs, ballots, brochures and posters at designated hubs
- Distribute posters and brochures (replenishing when necessary)
- Promote Sponsors at your site verbally and with our poster
- All sites are required to promote the Passport program.
- Encourage visitors to fill out our passports. The passports provide important information needed to access advertising and grant applications for next year.
- RETURN All signs and ballots to the designated hubs, within the stated time period

Please address any complaints to the tour and not to customers.

**You are required to check off how you can contribute to the success of the tour:**

Sign Permits \_\_\_\_\_ Sign Distribution \_\_\_\_\_

Facebook/Instagram \_\_\_\_\_ Mailchimp \_\_\_\_\_

Sponsors \_\_\_\_\_ Hubs \_\_\_\_\_

Brochure Distribution Co-ordinator \_\_\_\_\_

Waterfront Festival helper \_\_\_\_\_ Other job \_\_\_\_\_

Constructive Suggestions \_\_\_\_\_

## APPLICATION FORM:

Circle one of these: New Applicant\_\_\_\_\_ Returning Artist\_\_\_\_\_

ARTIST NAME\_\_\_\_\_

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

Town \_\_\_\_\_ Postal Code\_\_\_\_\_

Phone : \_\_\_\_\_ Phone Cell\_\_\_\_\_

Email: \_\_\_\_\_ Website\_\_\_\_\_

Medium\_\_\_\_\_

Host \_\_\_\_\_ Guest Artist\_\_\_\_\_

Note: Tour materials will list your website. If no website, do you want your email used instead

Yes\_\_\_ No\_\_\_

### \*\*\*\*\* Applicant Contract\*\*\*\*\*

By signing this application, I hereby and forever discharge the Northumberland Hills Studio Tour 2018 from all manner of actions, suits, damages, claims and demands whatsoever in law or equity. It is the responsibility of the applicant to have appropriate liability insurance and/ or other necessary insurance for their Studio. Proof of insurance is required.

I also authorize the use of images submitted with my application to The Studio Tour for publicity or documentation without notice or payment to me.

I also agree to the participant requirements as listed earlier.

Signature\_\_\_\_\_ Date\_\_\_\_\_

### Is your Application complete?

1. Application form (Mail to: Anja Hertle P.O. Box 245, 10821 County Rd. 2, Grafton, ON, K0K 2G0)
2. Cheque for \$225 or \$250.00 made out to Northumberland Hills Studio Tour (Mail to above address)
3. Five (5) Digital Images (via drop box)
4. Brochure/website information (via drop box)
5. CV (bio), artist statement (via drop box)
6. Photocopy of Proof of insurance – including insurers name, policy # and expiry date.