

NORTHUMBERLAND HILLS STUDIO TOUR APPLICATION FORM 2019

The tour dates are Saturday, September 7th and Sunday, September 8th, 2019.

ENTRY FEES

EARLY BIRD \$225 Deadline, midnight March 22, 2019 (no exceptions)

Applications after March 22, 2019 \$250.00 with the deadline of midnight, April 14, 2019

Entry fee is **non-refundable** after **June 15, 2019**. 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 Petra Dettmann, 62 Huffman Ave., Port Hope, Ontario, L1A 4J9

Five (5) digital images representative of your work and detailed directions to your studio to be sent to northumberlandstudiotour2019@gmail.com

An artist statement to be published on the web page, max 200 words.

NEW 2019 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.

Provide a copy of your CV (bio) (up to 75 words)

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

Tour Brochure and Website Information for ALL applicants:

For the **brochure**, please provide a brief description of your work in 30 words max

For country properties; Give us concise directions to your location/Studio from the nearest county road (if applicable).

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 the meeting, or designated hubs.
- Distribute and replenish brochures to local businesses and community places/events
- Promote Sponsors at your site verbally and with our poster
- All Artists 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 or at the last meeting of the year.
- Promote The Northumberland Hills Studio Tour on Social Network (“like” on Instagram and Facebook and share to pages)

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

You are asked to check off 3 tasks below, how you can contribute to the success of the tour, your HELP is needed and appreciated.

The committee members will contact you, to discuss volunteer opportunities, once we received your preferences.

Sign Distribution_____

Facebook/Instagram_____

Mailchimp_____

Hubs_____

Brochure Distribution Co-ordinator_____ Brochure distribution _____

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 _____

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

Host Artist: Yes ___ No ___ How many Guests can you host? _____

Willing to be a Guest Artist: Yes _____ No _____

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 2019 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 + cheque (Mail to, or drop off: Petra Dettmann, 62 Huffman Ave, Port Hope, Ontario, L1A 4J9)
2. Cheque to; Northumberland Hills Studio Tour **or** e-transfer for \$225 or \$250 to northumberlandstudiotour2019@gmail.com
3. Five (5) Digital Images to above email
4. Brochure/website information to above email
5. Copy of CV (bio) if new
6. Artist statement to above email.
7. Photocopy of Proof of insurance – including insurers name, policy # and expiry date.