



2024 Contract and Registration

Registration to Display Deadline: Mon 4/1 First registrations received will be accepted as long as you meet the requirements stated in this contract (up to 18 spaces available)

Artist Set Up: Friday 7/19 11:00-5:00

Art Sale Show Dates: **Sat. 7/20** 10 – 5 and **Sun. 7/21** 10 – 5 with teardown 5-7pm

ARTSplash ELIGIBILITY REQUIREMENTS

1. Commit to attending scheduled (in person or Zoom) Meetings for ARTSplash planning and provide any requested information by email.
2. Specify preference for either a wall (for 2-D Art only) or interior space (2-D or 3-D), and any special requirements you have in order to display your art.
3. Sign up for an ARTSplash committee task.
4. Provide an item for the Auction. All proceeds go to Edmonds Arts Festival Foundation (EAFF).
5. Adhere to all show guidelines.
6. Edmonds Arts Festival Foundation (EAFF) receives 25% commission on all sales.
7. In the event an Artist needs to withdraw from the show, the artist must notify the registrar.

ACCEPTANCE

1. Acceptance into ARTSplash is on a first-come, space available basis.
2. Artists agree to pay a \$40.00 entry fee for a wall space or \$30.00 for a panel hanging/table space.
3. Applications will not be accepted without payment.
4. **Once accepted into the show, the fee is non-refundable** and non-transferrable.
5. Once all of the participant slots are filled, an artist's name may be added to a waiting list. If on the waiting list, the artist agrees to be prepared to replace a participant, even on the day of show setup. Inclusion on the waiting list does not ensure participation in show.
6. **If an Artist is not accepted into the show due to lack of space, a refund will be made.**

Publicity

1. Artists agree to provide two to five images of their work representative of what will be displayed at ARTSplash, to be used in ARTSplash promotion in print, on the Artists Connect website and social media.
2. Images need to be high quality jpegs, properly exposed, evenly lit and with no frame showing.
3. Images should be sent to David Allen at allendavide@pm.me
4. Images received by May 1, 2021, will be considered for use on the show postcard/poster.

CATAGORIES AND INSTALLATION

All artwork must be for sale. Items must be original fine art created by the exhibiting artist in one of the following categories:

1. Painting (pastel, paint or mixed-media),
2. Drawing,
3. Sculpture,
4. Artisan Work (weaving, pottery, ceramics, fiber art, glass art, metal, jewelry),

5. Photography,
6. High quality reproductions of the artist's originals - identified as reproductions, and
7. Items featuring the artist's original work.

LABELING FOR THE SHOW

1. Wall labels should be business card size (approximately 2" X 3 1/2") and contain:
 - a. Item Title,
 - b. Artist Name,
 - c. Medium, and
 - d. Price.
2. Displayed Items
 - a. A label identified by the artist's unique inventory code (determined by the artist) and item price must be securely affixed to each item.
 - b. All labeling should be completed prior to delivery of items to Art Works for installation.
3. Participants may collectively decide to set aside a special area for a group display.

INVENTORY LISTS

1. Inventory list spreadsheets will be made available to participants several months prior to the show. The completed inventory spreadsheets, showing all items to be offered for sale at ARTSsplash, including back-up items, must be emailed to Ann Wood annwood5@comcast.net.
2. Inventories will use the artist's unique three-digit/letter code, determined by the artist, to identify every item for sale by that artist. The artist's address needs to appear on each spreadsheet page for check mailing purposes.
3.
 - Each original and single item will use a separate code (i.e. XYZ-Over the Moon: Oil; XYZ-In the Garden: Print; XYZ-Blue Cotton Tote Bag; XYZ001: 20x16 acrylic).
 - Items that the artist has multiple copies of get their own category (i.e. XYZ - \$5 card; XYZ \$12 Card; XYZ-t-shirt \$25)
 - Each special deal, such as three for a certain price, would have its own code (i.e. XYZ- 3 Cards for \$5).
4. Original and one-of-a-kind items will be listed separately on the spreadsheet from multiples and special deals.

SET-UP/TAKE-DOWN

1. Artists must complete the set-up of their display between the hours of 11:00 AM and 5:00 PM on the designated set-up day.
2. While there is no guarantee of a particular participant's space location, an effort will be made to accommodate preferences.
3. Each artist may place either a table or a print bin inside his or her assigned space. The table may be comprised of two smaller tables placed together as long as they appear to be one table.
4. Tables must be draped with a single black cloth hanging to within no less than 6" from the floor.
5. All bins must be intended for public display. Display containers used on tables must be professional looking.
6. Depending on number of artists, wall spaces are approximately 6 feet long by 2 feet wide (for table or display purposes)
 - Rectangular wall-space displays may have a table up to 4 feet long by 2 feet wide. Triangular space panel walls are 2 feet wide.
 - Artists assigned to triangular panel areas may use a table or bin no wider than 20".

7. A 4-inch space will separate artists' wall spaces from one another. Participants must respect their neighbor's boundaries when arranging their work. The Show Facilitator is ultimately responsible for assuring that the show looks cohesive and attractive to art buyers.
8. Artists may place a chair within their allotted space. No part of the display or chair may extend into the walkways.
9. Artists are responsible for providing their own tables and chairs.
10. Each artist's display must stay within the dimensions marked and be within the height requirement set for their space.
11. All artists need to work together and help each other maintain equitable and professional display spaces.
12. Every artist participates at his/her own risk. Art Works, ARTSplash, Artists Connect, and EAFF are not responsible for loss due to breakage or theft.
13. Displays must be left intact until the published Sunday closing time. Dismantling may be postponed if buyers are still actively making selections and purchases.
14. Artists must remove all artwork and display materials at closing time.

Any artist who refuses to comply with guidelines may be removed from the show and/or be barred from future ARTSplash shows. The Show Facilitator may remove the offending artist's work, which will then be ready for pick-up by the artist no later than at the beginning of the next day.

Changes to Guidelines may be made by the Show Facilitator as necessary and be submitted to Steering Committee for future reference.

Mail the next "Artist Contract" page with your payment. Retain the upper portion for reference and use it as a guide when preparing for the show.

ARTSplash committee jobs:

Refreshment; Set up and Site (signs, tent, Greeters); Sales Desk and wrapping (Melissa Wadsworth is primary); Publicity (press release, postcards, flyers, social media.);

Everyone needs to save bags and tissue wrapping material for wrapping purchases.

ARTIST CONTRACT Include this page with your \$30 or \$40 check* made out to EAF

As a participant of this year's ARTSplash, I agree to follow all guidelines outlined above and cooperate with the show committee and its organizers. I understand that failure to do so may result in removal from show and ineligibility for future shows.

I understand that I am participating at my own risk. Art Works, ARTSplash, Artists Connect, and EAF are not responsible for loss due to breakage or theft.

Space Requested: ___ Wall space
 ___ Interior space

Type of Art to be displayed: _____

Requested 3-digit artists code (**this is usually your initials**) _____

Requested volunteer committee task: _____

Artist Printed Name: _____

Address: _____

Phone: _____

Email: _____

Date: _____

Artist Signature: _____

Mail completed registration form and \$30.00 or \$40.00 entry fee* payable to EAF to:

David Allen
PO BOX 596
Edmonds WA 98020-0596

* talk to David if you don't have checks. He can also do cash or Venmo

For Registration Chair only - Date received _____

Amount received _____