



## **Artist Application and Agreement**

**September 21 & 22, 2019**

**10:00 am – 5:00 pm**

**Deadline for Entry: February 28th, 2019**

**(Postmarked by February 25th, 2019 recommended to insure receipt by deadline.)**

### **Tour Mission**

The mission of the Edmonds Art Studio Tour is to increase the visibility of the Arts in Edmonds. Its purpose is to bring people to Edmonds to see, experience and purchase art from local artists. The Tour highlights private workspaces not usually open to the public, providing a more intimate look at how an artist lives and works. This event consists of a free, 2-day public tour of approximately 20 Edmonds area art studios showcasing approximately 40 local artists.

**Please direct your applications and questions to:**

Andy Eccleshall  
Edmonds Art Studio Tour  
904 6<sup>th</sup> Ave S  
Edmonds WA 98020

[ajeccleshall@gmail.com](mailto:ajeccleshall@gmail.com)

### **Instructions for Artist Participation Consideration**

**Only *completed* applications received by February 28<sup>th</sup>, 2019 will be considered.**

Completed applications include:

- Artist Application and Agreement – completed and signed
- \$165 Application fee - refundable if not accepted. Checks made out to *Edmonds Arts Festival*.
- Four images of work – see “Image Guidelines” for detail
- Images of the artist at work.

To insure application and payment is received by deadline, they should be **postmarked no later than February 25th, 2019**. Images may be submitted by disc through mail with the rest of the application or submitted by email and must be **received by February 28<sup>th</sup>, 2019**. Use the address and email address listed above to submit application and images.

**Studio and Guest Artists Selection:**

This is a juried show, all artists and studios will be selected through a jury process. Selections will be announced by March 21, 2019. The following are *minimum* considerations used to select artists and/or studios:

- The Tour will consist of approximately 40 local area artists and 20 working studios.
- A local artist is defined as one who has a **connection to the City of Edmonds**. Local artists either live in the community of Edmonds or an adjacent community or regularly show their art in the city of Edmonds and/or is an on-going active member/participant in the Edmonds art community.
- Artwork is original and high quality; the artist is considered a professional.
- Studios must be located within the existing Tour Map footprint (**see last page for map parameters**)
- Artists applying as a guest artist are encouraged to secure studio placement with an applying studio before application deadline. While Edmonds Art Studio Tour will make every effort to help find a studio for guest artists, if no studio space can be found the guest artists' application will be rejected.
- Studios will include a "working" artist space.
- Studios must have adequate accessibility and parking for guests, artists and neighbors. It is a safe environment with adequate display and walking space for artists and patrons.
- Preference will be given to studios willing to host a registered guest artist.
- Preference will be given to "private" studios over studios that are open to the public throughout the year.
- Returning artists must have fulfilled their contractual obligations in previous years.

**Tour Preparation:**

The Tour is only as good as its participants make it. To help make this event a success, all participants are required to help in the following ways:

- Work with neighboring studios and the sign coordinator to make sure there are ample signs directing patrons to and from your studio.
- Help distribute at least 100 brochures, through mailing to your personal contacts and/or delivering some to area distribution points.
- Help promote the Tour through social media. Link to the Tour's website on the "events" or "calendar" page of your website. Artists will be asked to solicit advertisers for the brochure and website.
- Be engaging and welcoming to visitors. Visitors want to converse with the artists as well as watch them work.
- Volunteer to help in other areas by contacting the chair and offering your organizational talents.
- Volunteer to demonstrate in our Edmonds Arts Festival Demonstration (June 14, 15, 16)
- Participate in our Studio Tour Preview night during the Edmonds Art Walk prior to the tour (Sep 19)

**Image Guidelines:**

Applications must include the submission of four (4) digital images of your work **by email by February 28<sup>th</sup>, 2019**. These images will be used to jury your work and for use in all marketing materials. **Improperly formatted or poor-quality images will be rejected.**

- Images must be in JPG format.
- Images should be about 5 inches on the longest side at 300 DPI.
- Images selected for the cover of the brochure may have to be larger, so be prepared to have an even higher quality image available.
- Title images the following way: LastName\_FirstName\_titleofwork.JPG

**Terms and Conditions for participating in the 2019 Edmonds Art Studio Tour:****Studio Owners will:**

- Host *only* registered/paid guest artists. Studio owners are encouraged to host one or more registered and paid artists as space allows.
- Be allowed to host a student artist (college or high school) at no additional fee; however the student will receive no Tour sponsored publicity.
- Keep the studio open during the hours of the Tour.
- Post sponsorship signage in a **highly visible** location within the studio.
- Provide an adequate number of A-boards for directional signs between their studios and surrounding studios on the Tour map. Only professional- looking A-boards will be allowed. Signs not meeting these guidelines may be removed and returned to artist/Tour.
- Remove A-boards after Tour hours on Saturday and replace them on Sunday morning before the tour opens.
- Unless you are a returning artist you will be required to pick up and return Tour signage at a designated time/place or pay for replacement signs. **Returning artists may retain their signage for consecutive Tours.** The Tour will provide promotional/directional signs to be placed on A-boards. Additional signage may be purchased. Only official Tour signage will be permitted.
- Collect names and addresses for mailing list during Tour and submit to Steering Committee at conclusion of Tour. This year this information is due no later than **September 27, 2019.**
- Negotiate preparation, costs, set-up, and clean-up expectations with guest artists.
- Adhere to the conditions listed in the "**Artists**" section of this agreement.

**Artists (including Studio Owners) agree to:**

- Pay a \$165 non-refundable registration fee, due **February 28<sup>th</sup>, 2019.** (Artists not accepted will have their registration fee returned.)
- Submit 4 digital images by **February 28<sup>th</sup>, 2019** for Tour promotional use. Please refer to "**Image Guidelines**" section of this agreement regarding size and quality.
- Be required to have a current Washington State Business License and any other business licenses and permits that are needed for their operation and comply with all applicable ordinances, rules and regulations of county and city governments.
- Be physically present for all Tour hours.
- Return a completed individual participant's survey by **September 27, 2019.** This includes reporting the artist's gross sales, excluding tax. Only group sales totals will be published.
- All logistics for accommodating a guest artist are negotiated between the host and guest at their own discretion.
- Not hold the Tour or any of its participants, planners or sponsors responsible for any level of sales. Participation in this Tour does not guarantee sales.
- Agree to the terms of the "Insurance and Artist Waiver", as stated on the application form.
- Have access to an email system. All Tour communication is via email and **every artist is responsible for knowing what is contained in these messages.**
- Verify accuracy of information and/or request changes of information, such as website content, by specified deadlines.
- Promote the tour by distributing at least 100 Tour brochures.

- Please do not send independent press releases to media outlets. Any individual advertising, solicitation and/or promotion with respect to the Tour must have prior approval from the Tour Steering Committee.
- Failure to adhere to these guidelines may result in suspension from the Tour.

<b>PLEASE PRINT CLEARLY- info will be published</b>	
Artist Name	
Phone Number	
Email Address	This email will be used for all Tour communication.
Website Address	
Mailing Address	
Art Medium	
WA State Business License Number	
Edmonds Connection	
Studio Owner	
Studio Site Name & Street Address	
If you are hosting a student artist...	Name: _____ School Attending: _____

**Information for Promotional Materials:** In 30 words or less, describe what you are selling or exhibiting.

**Studio Owners:** Is there anything the map designer should know about the location of your studio (dead-end street, one-way street, etc.)? Explain on back of form →

**Insurance and Artist Waiver:**

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

artist's property. By signing this Registration/Agreement, the artist agrees to hold harmless the Edmonds Art Studio Tour, Edmonds Arts Festival, their officers, agents, directors, sponsors/advertisers, Studio Tour steering committee members or chairpersons, and participating studio owners from any and all injuries to persons or theft or damage to property of host or guest artists property.

I have read, and agree to abide by, the terms and conditions as stated in the Edmonds Art Studio Tour Artist Application and Agreement. I give my permission to publish my name, artist information, and images of my artwork in the Tour Brochure, Tour Website and for general Tour promotion.

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(Signature)

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(Print Name)

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(Date)

# Edmonds Art Studio Tour 2018 Participants:

## EDMONDS ART STUDIO TOUR

### LOCATIONS THIS YEAR:

- 1 Pisces Studio 16122 72nd Ave West, Edmonds 98026
- 2 Kathleen Moore Studio 76429 23rd Ave W, Lynnwood 98037
- 3 Childs Pottery Studio 16611 63rd Ave West, Lynnwood 98037
- 4 LHM Glass Design 7400 Braemar Drive, Edmonds 98026
- 5 David Marty Studio 8508 Talbot Road, Edmonds 98026
- 6 Lynn Hanson Studio 6513 183rd Pl SW, Lynnwood 98037
- 7 NotsoDull! Wood Turning 8005 190th St SW, Edmonds 98026
- 8 Whitney Buckingham-Beechie Studio  
8940 192nd St SW, Edmonds 98020
- 9 Varnau Studio 725 Driftwood Lane, Edmonds 98020
- 10 Mona Fairbanks Studio  
8622 202nd St SW, Edmonds 98026
- 11 DeadArt Studio 8027 218th St SW, Edmonds 98026
- 12 Earth Art 1153 C Ave S, Edmonds 98020
- 13 Darlene Gentry Lucas Studio 809 Fir Street, Edmonds 98020
- 14 Joyful Art Studio 745 Fir Street, Edmonds 98020
- 15 Eccleshall Studio 904 6th Ave S, Edmonds 98020

### GALLERIES AND MUSEUMS:

- A Cole Gallery 107 5th Ave South
- B ARTspot 408 Main Street
- C Gallery North 401 Main Street
- D Randall J. Hodges Gallery 317 Main Street
- E Driftwood Modern 403 1/2 Main Street

