



Glastonbury's 55<sup>th</sup> "On the Green"

# Art & Craft Show

September 9 –10, 2017, 10 am –5 pm, rain or shine

## APPLICATION GUIDELINES AND SHOW RULES



Our goal is to produce a show that provides each exhibitor the opportunity to show his or her work to its best advantage; supports the purchase of original fine art and hand-made craft; and fosters art appreciation.

**EXHIBITOR ELIGIBILITY:** The show is open to all applicants, regardless of race, color, creed, sexual orientation, or national origin. The show is comprised of two-thirds art exhibitors and one-third craft exhibitors. The exhibiting artist must be present during show hours on both days. No dealers, agents, artist representatives or sit-ins are allowed.

**AWARDS:** Please indicate ONE MEDIUM in which you wish to be judged. Refer to the Media Definitions Section below.

**ELIGIBLE WORK FOR DISPLAY:** All artwork and hand-made craft displayed must be one-of-a-kind, original work created by the artist. Exhibitors may not exhibit work purchased for resale from other artists or commercial suppliers (no buy/sell). We do not allow agents or dealers; greenware; un-set tumbled stones; sales of frames; or the resale of craft kits or patterns.

**Prints, Reproductions including Giclees that have received hand-made enhancements by the artist may not be framed or hung on the walls of the exhibitor's tent.** All reproductions must be clearly labeled as reproductions. They must be signed, numbered, wrapped, and displayed in print racks or bins. No more than 25% of an exhibitor's display may be devoted to reproductions. Sale of note cards is allowed provided that they constitute no more than 10% of an exhibitor's display.

**Photographers** may not hang the same framed image in a variety of sizes nor may they hang multiples of the same framed image. All photographic prints must be handmade by the artist in the darkroom or via digital/graphics. Please read the category definition below carefully.

**Jewelers** should note that their pieces must be either entirely made by them or incorporate elements that are hand-crafted by the them. Please read the category definition below carefully.

**Media Definitions** for all categories are shown on the reverse side. Failure to comply with show guidelines and rules may result in an exhibitor being asked to remove non-compliant items or face dismissal from the show. The Show Committee may also disallow the exhibition or sale of any item, which in the opinion of the Committee, is considered detrimental to the good public image of our show.

**EXHIBITOR SPACE ASSIGNMENTS:** Each exhibitor booth space is 12' x 15' on grass. All booths are corner spaces. Exhibitors must provide their own tents and display racks. Exhibitors may apply for a limited supply of double booth spaces.

Exhibitors may not relocate or move their assigned space without the permission of the Show Committee.

Exhibitors are solely responsible for their art and display. Glastonbury Arts assumes no responsibility for loss or damage to any art work, display or personal injury.

We do not have overnight security. Exhibitors are advised to remove art from booths overnight.

Displays must be sturdy and anchored in order to withstand crowds, wind, and weather conditions - the show goes on, rain or shine.

Electricity is not available at the show site.

Please be a good neighbor and keep your space clean and tidy.

Do not bring pets to the show.

**APPLICATION DEADLINE:** We jury applications monthly starting in January 2017 on a first come, first served basis. Applicants are notified of acceptance within 45 days of receipt of their applications. Your application constitutes an agreement to exhibit if accepted.

**CANCELLATION POLICY:** If you cancel before June 1, 2017, we will return your booth fee less a \$50 administrative charge. No refunds will be made for cancellations after June 1, 2017.

**SET-UP AND BREAKDOWN TIMES:** Exhibitors may set up after 3 pm on Friday, September 8, or after 6 am on Saturday, September 9. Exhibitors must be set up by 9:30 am each day of the show and remain set up until the end of the show at 5:00 pm each day. Exhibitors may not break down their booth displays before 5:00 pm without the permission of the Show Committee.

### QUESTIONS: CONTACT GLASTONBURY ARTS

Phone: (860) 659-1196 EMail: [info@GlastonburyArts.org](mailto:info@GlastonburyArts.org)

[www.GlastonburyArts.org](http://www.GlastonburyArts.org)

## ELIGIBLE MEDIA – CATEGORY DEFINITIONS

All works must be one-of-a-kind original fine art or hand-made craft that is created by the exhibiting artist. No buy/sell is allowed in any medium.

**Oil:** Paintings in oils, alkyds or oil sticks.

**Watercolor:** Paintings in watercolor paint.

**Drawing:** Works in pen/ink, charcoal, conte, colored pencil, etc.

**Sculpture:** 3-D non-functional works, carved wood, formed or cast metal.

**Photography:** Includes hand-made photographic prints via the darkroom or digital printing means; excludes photographic prints by third parties.

**Graphics:** Computer-generated imagery created solely by the artist via digital means.

**Ceramics:** Hand-made clay or porcelain; excludes molds or greenware.

**Wood:** Hand-tooled, carved items in which primary material is wood.

**Glass:** Includes hand-blown and formed glass, lampwork, eglomise, verre eglomise, and original works in which the primary material is glass.

**Mixed Media Craft:** Includes hand-painted items (such as home furnishings) that are painted and decorated over a majority of their surfaces. Includes items created in some other medium such as concrete. This category excludes the arrangement of florals and found objects.

**Jewelry:** Includes works created with metals, precious and semi-precious stones, sea glass, enamel, clay, woven gold/silver wire or precious metal clay. Strung necklaces and bracelets must include some elements that are hand-crafted by the artist, whether it is cut and polished stones, lampwork beads, pendants, findings, chains, wire wrap/braid, or creative construction techniques such as peyote or crocheted wire. This category excludes the assemblage of mass-produced items from third parties.

**Acrylic:** Paintings in acrylic paint and/or gouache.

**Pastel:** Works created with soft or oil pastels.

**Mixed Media Art:** 2-D works combining art media, including collage.

**Prints:** Includes etchings, silkscreens, monoprints, etc.; excludes giclees.

**Fiber:** Hand-woven, hand-made and decorated items; excludes ready-mades.

**Metal:** Hand-tooled, formed items in which primary material is metal.

## APPLICATION PROCEDURES AND SCHEDULE

Applicants must submit four (4) professional quality digital images: three (3) images representative of current work and one (1) image of the display that will be used at the show. The images should be 1920 pixel square format, 300 d.p.i JPEG format, RGB color space. Each image on the CD must be clearly labeled with the artist's name, title of work, and medium. A copy of your biography, exhibition history, or description of your creative process may be included with your application. **DO NOT SEND ACTUAL WORK UNLESS REQUESTED TO DO SO BY THE SHOW COMMITTEE.**

- Include a self-addressed, stamped envelope with triple postage for the return of application materials.
- Include two separate checks, one for the non-refundable jury fee and one for the booth fee. **Do not submit post-dated checks.**
- Note that the \$15 jury fee is waived for Glastonbury Arts members.

**SALES TAX: Exhibitors must have a valid Connecticut Sales Tax Identification Number.** To apply for a Tax Number, contact: DEPARTMENT OF REVENUE SERVICES, 25 Sigourney Street, Hartford, CT 06106. 860-297-5962 (inside CT) 800-382-9463 (outside CT) To download an application from the internet: [www.dr.state.ct.us](http://www.dr.state.ct.us). If you do not have a CT Tax ID number, apply for one and send your On the Green Show application noting that your application is pending. When you receive your Sales Tax ID number, send a copy to the Glastonbury Arts, P. O. Box 304, Glastonbury, CT 06033.

**Applications that are incomplete or incorrect will not be juried until all materials and information are received.**

**CANCELLATION FOLLOWING ACCEPTANCE:** If you cancel before June 1, 2017, we will return your booth fee less a \$50 administrative charge. There will be no refunds made for cancellations after June 1, 2017.

### APPLICATION – Read show rules, media definitions, application procedures and schedule.

**Mail your application and application materials to: Glastonbury Arts, P. O. Box 304, Glastonbury, CT 06033**  
 Phone: (860) 659-1196 • Fax: (860) 633-4301 • E-Mail: [info@GlastonburyArts.org](mailto:info@GlastonburyArts.org) • Web: [www.GlastonburyArts.org](http://www.GlastonburyArts.org)

NAME: \_\_\_\_\_ WEB SITE: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP CODE: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ CELL: (\_\_\_\_\_) \_\_\_\_\_ EMAIL: \_\_\_\_\_

CT TAX ID NUMBER \_\_\_\_\_ (Required) Are you a Glastonbury Arts Member?  Yes  No (Jury fee is waived for Members)

Have you been in our show before?  Yes  No Your 2016 booth number (if applicable) \_\_\_\_\_ Your 2017 booth preference is: \_\_\_\_\_

Circle **ONLY ONE MEDIUM** in which you wish to be juried for an award and listed in the show program:

**ART MEDIA:** Oil Watercolor Pastel Drawing Photography Sculpture Prints Graphics Mixed Media Art

**CRAFT MEDIA:** Ceramics Jewelry Fiber Wood Metal Glass Mixed Media Craft

Provide a brief description of your work: \_\_\_\_\_

Please check this box if we may use images of your work in the publicity for the 2017 On the Green Fine Art & Craft Show (i.e., press releases to local newspapers print and electronic ads, etc.) The artist will receive written credit whenever an image of his or her work is used. The artist retains the copyright to his/her work.

I agree to abide by the Show Rules and Policies set forth in this application. I agree to keep my exhibit set up for the duration of the 2017 show unless special arrangements have been made with the Glastonbury Arts Show Committee prior to the show. It is my understanding that the Glastonbury Arts, its agents and representatives shall not be liable for any claim or loss or damage of any kind whatsoever to any art work, display or personal injury.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Make checks or money orders payable to Glastonbury Arts.**  
**We also accept MasterCard and Visa.**

Jury Fee (\$15) . . . . .	\$ _____
Booth Fee (\$275 for single booth) . . . . .	\$ _____
I am requesting a second booth adjacent to mine (add'l. \$150 for 2nd booth) . . . . .	\$ _____
<b>TOTAL AMOUNT</b> . . . . .	<b>\$ _____</b>



Name on Credit Card: \_\_\_\_\_ Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ V-Code/Security Code: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
 (Last three digits on back of card)

### APPLICATION CHECKLIST

**Applications are juried starting in January 2017.**

Signed, completed application | \$15 Jury Fee (waived for Art Guild members) | Self-addressed, stamped envelope with triple postage | Connecticut Sales Tax ID #.  
 CD with four (4) professional quality images: three (3) images of current work, one (1) image of booth display • Booth Fee (\$275 for Single booth, \$425 for double booth)

### FOR COMMITTEE USE ONLY

Date Received \_\_\_\_\_ Jury Fee: \$15, Check No.: \_\_\_\_\_ Single Booth Fee Received: \$275, Check No.: \_\_\_\_\_  
 Double booth Fee Received: \$425, Check No.: \_\_\_\_\_