



## 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 handmade craft; and fosters art appreciation.

**EXHIBITOR ELIGIBILITY:** The show is open to all persons, regardless of race, color, creed, sexual orientation, or national origin. 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 handmade 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. The Show Committee reserves the right to require an exhibitor to remove artwork or objects on display that (a) do not conform to the rules of the show or (b) that are, in the opinion of the Committee, detrimental to the good public image of the show.

**Prints, Reproductions including Giclees that have received handmade 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. See category definition below.

**Jewelry** must be entirely handmade by the artist or incorporate elements that are hand-crafted by the artist. See category definition below.

**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.

- Your entire booth set-up, including overhangs and display units, must remain within your booth space perimeter – no exceptions.
- Exhibitors may not relocate or move their assigned space without the permission of the Show Committee.
- Exhibitors must supply their own tents, display racks etc. and are solely responsible for setting up and securing their tents, display racks, tables, and product displays.
- Displays must be able to withstand crowds, wind, rain, and weather conditions - the show goes on, rain or shine.
- We do not provide overnight security. Exhibitors are advised to remove art from booths overnight.
- Electricity is not available at the show site. Gas generators are not allowed.
- Do not display ribbons from other shows, even from our previous shows.
- Please be a good neighbor and keep your space clean and tidy.
- Do not bring pets to the show.

**APPLICATION DEADLINE:** Applicants are juried on a monthly first-come, first-served basis and notified of acceptance within 45 days of receipt of their applications. Applications that are incomplete will not be juried until all materials and fees are received.

**CANCELLATION POLICY:** If you are accepted to the show and then cancel before June 5, 2020, we will return your booth fee less a \$50 administrative charge. There will be no refunds for cancellations made after June 5, 2020.

**SET-UP AND BREAKDOWN TIMES:** Exhibitors may set up after 2 pm, Friday, September 11, or after 6 am, Saturday, September 12. Exhibitors must be set up by 10:00 am each day of the show. Exhibitors may not break down their booth displays during show hours without permission from the Show Committee.

**QUESTIONS? Contact Glastonbury Arts.**

(860) 659-1196 • [Info@GlastonburyArts.org](mailto:Info@GlastonburyArts.org) • [www.GlastonburyArts.org](http://www.GlastonburyArts.org)

## ELIGIBLE MEDIA DEFINITIONS

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

- **Oil:** Paintings in oils, alkyds, or oil sticks.
- **Acrylic:** Paintings in acrylic paint and/or gouache.
- **Watercolor:** Paintings in watercolor paint.
- **Pastel:** Works created with soft or oil pastels.
- **Drawing:** Works in pen/ink, charcoal, conte, colored pencil, etc.
- **Mixed Media Art:** 2-D works combining art media, including collage.
- **Sculpture:** 3-D non-functional works, carved wood, formed or cast metal.
- **Prints:** Includes hand-pulled etchings, silkscreens, monoprints, etc.; excludes giclees.
- **Photography:** Includes handmade 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:** Handmade clay or porcelain; excludes molds or greenware.
- **Fiber:** Hand-woven, handmade, hand-decorated items; no ready-mades.
- **Wood:** Hand-tooled, carved items in which primary material is wood.
- **Metal:** Hand-tooled, formed items in which primary material is metal.
- **Glass:** Includes hand-blown and formed glass, lampwork, egglomise, verre egglomise, 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 handcrafted 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.

## APPLICATION PROCEDURES AND SCHEDULE

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. Label each image with the your name, title of work, and medium, e.g., Smith\_LongView\_oil. A copy of your biography, exhibition history, or description of your creative process may be included with your application. You may email your application and images to us at [info@glastonburyarts.org](mailto:info@glastonburyarts.org) or you may submit your application and images on a CD or flash drive by regular mail. **Do not send actual work unless requested to do so by the Show Committee.**

- Include a self-addressed, stamped envelope (apply triple postage if you want us to mail back your CD or flash drive).
- Pay the jury fee and the booth fee via check or credit card. If paying by check, include two separate checks, one for the non-refundable jury fee and one for the booth fee. **Do not submit post-dated checks.**
- The \$15 jury fee is waived for Glastonbury Arts members.

**SALES TAX: Exhibitors must have a valid Connecticut Sales Tax Identification Number.** If you do not have a CT Sales Tax ID Number, apply to the Department of Revenue Services, 450 Columbus Blvd, Hartford, CT 06103, (860) 297-5962. In the meantime, submit your Show application noting that your CT Sales Tax ID application is pending. **Apply on-line for CT Sales Tax ID Number: <https://portal.ct.gov/DRS/TSC/TSC-Help-Text/Online-Registration-Application>.** When you receive your Sales Tax ID number, send it to the Glastonbury Arts, P. O. Box 304, Glastonbury, CT 06033.

**CANCELLATION FOLLOWING ACCEPTANCE:** If you cancel before June 5, 2020, we will return your booth fee less a \$50 administrative charge. There will be no refunds made for cancellations after June 5, 2020.

**APPLICATION: Detach and mail with your application materials to Glastonbury Arts, P. O. Box 304, Glastonbury CT 06033**

Further questions? (860) 659-1196 • [info@GlastonburyArts.org](mailto:info@GlastonburyArts.org) • [www.GlastonburyArts.org](http://www.GlastonburyArts.org)

Name: \_\_\_\_\_ Website: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_ Facebook: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

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

If you are new to the show, how did you hear about us? \_\_\_\_\_

Your 2019 booth number (if applicable) \_\_\_\_\_ Your 2020 booth preference is: \_\_\_\_\_ (Show map available on our website.)

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

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

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

Brief description of your work (attach additional information if necessary):

Glastonbury Arts may use images of my work in publicity for the 2020 On the Green Fine Art & Craft Show (e.g., press releases to local newspapers, print and electronic ads, etc.) I will receive written credit whenever an image of my work is used. I retain the copyright to my work. I agree to exhibit if accepted, to abide by the Show Rules and Policies set forth in this application, and to keep my exhibit set up for the duration of the 2020 show unless special arrangements have been made with the Show Committee. It is my understanding that 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: \_\_\_\_\_

Jury Fee (\$15) ..... \$ \_\_\_\_\_

Booth Fee (\$275 for single booth) ..... \$ \_\_\_\_\_

I am requesting a second booth adjacent to mine (add'l. \$150 for 2nd booth) ..... \$ \_\_\_\_\_

TOTAL AMOUNT ..... \$ \_\_\_\_\_

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

Expiration Date: \_\_\_\_\_ Card Security Code: \_\_\_\_\_ Signature: \_\_\_\_\_



**Make checks payable to Glastonbury Arts.  
We accept credit card payments.**

### APPLICATION CHECKLIST

**Applications are juried monthly until the show is filled. Apply early to avoid disappointment.**

Signed, completed application • \$15 Jury Fee (waived for Glastonbury Arts members) • Self-addressed, stamped envelope • Connecticut Sales Tax ID Number.  
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 Rec'd \_\_\_\_\_ Jury Fee: \$15, Check No.: \_\_\_\_\_ Single Booth: \$275, Check No.: \_\_\_\_\_ Double Booth: \$425, Check No.: \_\_\_\_\_