



67th Annual Art in the Park - July 28 & 29, 2017

We are so glad you are interested in applying for Art in the Park! We love this show! For the past 67 years, Allied Arts' Annual Art in the Park has been a major Tri-Cities event and it draws many thousands of visitors every year. Art in the Park is held in beautiful Howard Amon Park on the Columbia River. This show is a unique opportunity for the public to meet the artists and purchase your works. We are proud to host fantastic local performing arts and delicious concessions provided by local non-profit groups. Our goal is to create a positive experience for our patrons and artists.

We are using ZAPP, an online festival application. You will be able to set up a free profile and use that profile to apply to Art in the Park. If you have set up a profile previously, simply add any new work to your existing profile. Please read the information about the show thoroughly. That will be a great help to both you and our volunteers.

If you have any questions or concerns, I will do my best to assist you. See you at the Show!

Bethany Beard, Director
509-943-9815 Gallery Number
artinthepark.richland.wa@gmail.com; www.galleryatthepark.org

Schedule

January 15th – Applications open

April 3th – Application deadline

April 28th – Notifications sent

May 17th – Deadline for confirmation & purchase of booth

July 27th – Check-in (9am-6pm)

July 28th – Art in the Park (9am – 8pm)

July 29th – Art in the Park (9am – 7pm)

July 29th – Checkout (7pm-9pm) no cars allowed in the park before 7:15pm

TERMS AND CONDITIONS

All applicants must read and accept the following terms and conditions before proceeding to the application form. Failure to comply with these terms and conditions may result in an artist's removal from the show and jeopardize the artist's eligibility to participate in any future Art in the Park.

DEFINITIONS

Artist – the person creating merchandise (18 years old or older)

Assistant – someone who assists in selling, but not creating merchandise

Junior artist – 17 years old or younger (See junior artist for more information)

ELIGIBILITY

- Product must be original work designed, handmade and executed within the last two years by the applying artist.
- No re-sales of any kind allowed. No commercial reproductions, imitations, manufactured items or imports.
- Work done from commercial kits, sewing patterns, graphics or copies will not be accepted.
- Every artist must apply and be juried in, even if sharing a booth.
- If two artists work together to create ONE product, only one artist must apply.

FEES

APPLICATION FEE: \$30 each artist. (This non-refundable fee entitles each artist to apply in up to two media.)

BOOTH FEE: \$80 for a 15 x 15 foot space (payable after jury acceptance)

\$130 for a 15 x 30 foot space (equivalent to 2 spaces)

Booth fee refunds will only be given if the artist cancels prior to May 17, 2017.

JUNIOR ARTIST FEE: \$10 each (payable after jury acceptance)

CAMPING FEE: The City of Richland charges \$10 per night for camping. Overnight RV camping will be in the Boat Launch Parking lot on the north end of Howard Amon Park (no tent camping allowed on site). Camping must be reserved prior to the show and is limited to Wednesday, Thursday, Friday and/or Saturday. Please send a check (payable to the City of Richland) to The Gallery at the Park. Fee amount subject to change from year to year at the discretion of the City of Richland.

LATE FEE: A \$50 late fee may be assessed for late applications or payments if space is available.

PAYMENT

Payments can be made via the ZAPP site through credit card, Paypal, or checks mailed directly to: The Gallery at the Park; 89 Lee Blvd, Richland, WA 99352

JURY PROCESS

- Pictures of product will be given to qualified jury teams of Northwest artists/craftsmen.
- Jurors are anonymous and judge in the categories of their expertise.
- Artists are juried against other artists in their category and may be limited in number.
- Artistic quality, originality, variety, strength of designs, richness of imagination, technical skill, and craftsmanship are the basis for the impartial jury process.

JUNIOR ARTISTS

- Junior artists are artists who are under the age of 18 at the time of the show.
- Junior artists are only allowed if they are accompanied by an adult artist who has been juried into the show.
- The junior artist will share space with their accompanying adult artist.
- The junior artists are subject to the same rules, procedures, and commission fees as the adult artist.

CANCELLATIONS

Artist must contact Director before July 27, 2017 to cancel. No-shows will be disqualified and will not be invited to return to Art in the Park.

Allied Arts Association reserves the right to cancel Art in the Park 2017.

SALES & COMMISSION

A sixteen percent commission will be collected by Allied Arts Association's Finance Staff on all sales before adding Washington state sales tax. Artists will keep accurate records of all sales and sales commissioned at the show for future delivery, provide these records for accounting purposes and otherwise comply with all Art in the Park Finance procedures. All sales must be recorded and sales records provided to the Finance Department upon request.

Artists are responsible for collecting and paying their own Washington state sales tax to the Washington State Department of Revenue, identifying Richland as the origination of taxes collected at Art in the Park. Contact the Department of Revenue at 800-647-7706 or <http://dor.wa.gov/content/doingbusiness> (click on Temporary Business) to renew or apply for a temporary tax number before application is sent in.

CHECKOUT

- Artists must begin check out at the Finance Office by 8:15pm after the show ends.
- Finance Office is located in the Gallery at the Park, 89 Lee Blvd.
- Checkout begins promptly at close. Volunteers donate their time to make this a quick and efficient check-out process and appreciate your prompt attention.

SECURITY/LIABILITY

- Insurance - Allied Arts Association does not carry insurance to cover artist's personal property or liability. Artists are advised to obtain their own insurance as an independent contractor.
- Security - Allied Arts Association does provide security in the park from Thursday night before the show through the duration of the show. Report all security concerns to the Security and City of Richland Police Department Station at the entrance to Howard Amon Park and to the Director of Art in the Park.
- Liability - Artists signing the application release Allied Arts Association and the City of Richland from any liability from damage to, or loss of, property or any personal injury which they, their associates or assistants may sustain while participating in Art in the Park. Artists also agree to be solely responsible for any liability they may incur while doing business at Art in the Park and assume full responsibility for any and all of said Artist's products.
- Booth Sitting – If you are attending the show alone, we have volunteers who will come care for your booth while you take a quick break. Please mark on your application if you need a booth sitter.

DISPLAY

- Space Number - Spaces are pre-assigned and may vary from year to year. Spaces are determined at the discretion of the Director. This space number is used to give information to customers and the finance department. A number will be provided to you to display in your space.
- Booths- Two sizes are available (15x15 or 15x30 feet). Artists must maintain neat and clean booth spaces. Artists must supply all display materials: canopy and display should

be designed to withstand wind and provide shade. Shade is limited. Be prepared for 100 degree temperatures.

- Electricity - Electricity is limited and is assigned at the discretion of the Director. Electrical outdoor extension cords must be supplied by artist. Active demonstrations without electricity are encouraged and fans for cooling purposes are not considered necessary. Please request electricity on application.
- Noise/Air Quality - Generators are discouraged because the fumes and noise are disruptive. Although smoking is not prohibited in the park, it is discouraged. Please be courteous to others.

PARKING/CAMPING

- Setup – Artists may drive slowly and cautiously on grass to load and unload only. All vehicles must exit the park grounds after unloading. Please protect the grounds and trees. Before show hours you may need to show security your name tag to gain admittance to Lee Blvd in order to stock your booth.
- Camping - Artists may camp at the Boat Launch. Payment must be sent to the gallery in advance and permits will be distributed at Check-In. Permit must be displayed in windshield at all times. It is the artist's responsibility to pick up the permit if arriving outside check-in times.
- Parking – The lot nearest the Park is reserved for customers only. Other parking is available at the Fran Rish Stadium or in the lot behind the Gallery. These areas are not designated solely for artists, but for customers as well. Shuttle passes will be distributed to artists at check-in. Additional fees may apply.
- Vehicles parked on Lee Blvd –Any vehicle parked on Lee Blvd during show hours may be towed. Allied Arts Association, the City of Richland, and the Parks and Recreation Department of the City of Richland are not liable for any damage or costs incurred if your vehicle is towed.
- Teardown – DUE TO CONCERN FOR OUR PATRONS no vehicles will be allowed to enter Howard Amon Park until 15 minutes after the show has ended. Vehicles are not allowed to line up prior to entering the Park as this causes a traffic jam and prevents our patrons from leaving safely and quickly.

RULES FOR PARTICIPATION

- Attendance - Artists accepted by the jury must be present with their work for the entire two days of the show. No agents or substitute family or friends are allowed. **The artist must cancel if unable to attend.**
- Quality - Any work that differs in quality or form from that viewed and accepted by the jurors may be disqualified by the Director.
- Shared Space - Spaces may be shared by artists as long as each artist applies separately and indicates on each application their intent to share a space.
- Pets - Artists are not allowed to have pets in their booths. Registered service dogs for blind or hearing impaired are the only exceptions; the Director must be informed of their presence. A pet in the camping area is discouraged.
- Kindness and consideration for others is encouraged and always appreciated.

The *Art in the Park* Director has the authority to resolve any disputes regarding these rules and the right to refuse artist participation.

OTHER RULES

The official Art in the Park Show is limited to Howard Amon Park area, as defined by the show map. It should be understood that artists accepted in the show will not occupy space in other Tri-City locations on the same weekend.

Thursday and Friday all artists must exit Howard Amon Park by 10 pm. Saturday all artists must exit with all product, materials and vehicles by midnight.

Artists have access to Howard Amon Park before and after the show each day to load/unload or restock. No vehicles will be allowed to enter Howard Amon Park via main or side entrances during show hours, or to park in front of any entrances or exits prior to show end.

Artists must abide by all rules and guidelines of the Prospectus and Finance Rules in order to participate and remain in good standing with Art in the Park. Failure to respect the rules laid out in this prospectus will result in an automatic change of space in the following year.

ENTRY INSTRUCTIONS

Zapp Video Tutorials -

www.youtube.com/playlist?list=PLBY2tkqAAJuwjV91CO2Gy8v8NpsOlkoKz

**SUBMIT PHOTOS VIA THE ZAPP WEBSITE.
NO SLIDES OR PRINTED PICTURES WILL BE ACCEPTED.**

CATEGORIES

Please submit seven digital pictures of your artwork and one of your booth, for a total of 8 photos per category. If you do not have a booth picture, submit a photo of your display. Artists may apply in two of the following categories, and Allied Arts Association reserves the right to determine if submitted applications qualify for acceptance and fit into any of the following categories.

Clay - Functional or non-functional. Hand thrown. No ceramics finished from greenware or molds allowed.

Fiber - Original design and handmade weaving, basket & wheat weaving, clothing, hats, quilting, hand painted or tie dyed materials (no stenciling), woven wall hangings, etc.

Gourmet Food – Jams, jellies, preserves, pickles, oils, vinegars, non-perishable foods. Must be made by vendor and not a 3rd party. Must have proper permits and licenses required by the State of Washington and the Benton-Franklin County Health Department.

Hard Sculpture - Sculpture or creation with any hard material, metal, glass, leather, wax, candles, miniatures (wood, clay, or dough), stained glass, etc.

Jewelry - Silver or gold, porcelain, paper, semi-precious, beads, plastic, clay, etc. No commercial casts.

Assorted Media - Porcelain dolls, flower arrangements (silk, paper, dried, or freeze dried), calligraphy, soap, stamps, or any other media that does not fit into another category. Do not combine categories into this.

Music - All music must be composed, copyrighted and completed by the applying artist, and all tapes, CD's, etc. must be recorded by the artist under his/her personal label and distributed and controlled by the artist. No commercial agent/distributed music allowed. CD's should be enclosed with application and with photo of display.

Two-Dimensional - Oil, watercolor, acrylic, pencil, charcoal, pen & ink, crayon, pastel, collage, or any combination used on canvas, paper, etc. Prints are allowed only if Artist also brings originals.

Photography - Any photography or combination with photography.

Soft Sculpture - Original design and completely handmade stuffed animals, soft dolls, scarves, windsocks, kites, lampshades, and other items created from soft material.

Decorative Wood - Tole, painted, decorated, rough wood, toys, country signs, etc.

Fine Wood - Furniture, marquetry, intarsia, kitchen items, etc. Wood or combination with wood that uses grain, oiled or stained.

