

Westerville Area Chamber of Commerce
99 Commerce Park Drive
Westerville, OH 43082

Application Enclosed for the 37th Annual Westerville Music & Arts Festival

WESTERVILLE AREA CHAMBER OF COMMERCE MUSIC & ARTS FESTIVAL

**July 10 & 11, 2010
Westerville, Ohio**

*A juried fine arts & fine crafts show in its 37th year,
to be held outdoors at the beautiful
Heritage Park and Everal Barn,
showcasing approximately 150 exhibitors and
attracting an estimated 25,000 attendees.*

If you have any questions about the Festival or
the application process, please call
the Westerville Area Chamber of Commerce,
Monday - Friday between
9 a.m. & 4 p.m. 614-882-8917
or e-mail: lbrown@westervillechamber.com

Download application at: www.westervillechamber.com/festival



2010 Westerville Music & Arts Festival

Exhibitor Guidelines

Please keep for your records

APPLICATION PROCESS & JURYING

- ◆ Every applicant is juried by a panel of experienced artisans.
- ◆ Send a completed application, non-refundable \$20 jury fee and five (5) color slides (4 of your **RECENT** work and one of your booth) to the **Westerville Area Chamber of Commerce, 99 Commerce Park Drive, Westerville, Ohio 43082, by March 5, 2010. Do not send extra slides, photos, or samples as they will not be considered in the jurying process.** Checks are to be made payable to the Westerville Area Chamber of Commerce (WACC).
- ◆ Slides must cover all types of work that will be for sale. Each slide **MUST** be marked with your **name** and **media**. It is critical to the jury committee that your slides depict the quality of your work. Slides will not be returned unless you enclose a large business-size envelope with sufficient postage for the weight of your slides. **The jury committee reserves the right to retain slides of first-time accepted exhibitors until the opening of the Festival.**
- ◆ Exhibitors may only exhibit work in the category for which the jury accepted them. If your work spans multiple categories you must apply in each category separately.
- ◆ Two exhibitors with different items cannot exhibit in one booth. They must submit two completed applications and the appropriate fee for each of the two booth spaces. (Note on the application if you wish to be located near another exhibitor.) The Jury Committee reserves the right to approve co-exhibitors when each person contributes artistically to each piece exhibited.

ACCEPTANCE, ENTRY & INFORMATION

- ◆ All work must be of fine quality and be original work of the accepted exhibitor. Items that will not be accepted include: imports, craft supplies, kits, commercially produced items, home-style crafts, manufactured beads & other items, dried flowers, or work produced by anyone other than the accepted exhibitor. Not all of the display can be prints. A portion must be originals. **The decisions of the Jury Committee are final.**
- ◆ You will be notified after **Monday, April 12, 2010** of your acceptance or non-acceptance. A \$125 entry fee will be due by Friday, May 7, 2010 to confirm your attendance and receive a space assignment. Booth spaces are 12' x 12'. Do not send booth fees at this time!
- ◆ **The accepted exhibitor must be in their booth during Festival hours** Substitute exhibitors are not permitted with the exception of the pre-approval of **co-exhibitors** by the Jury Committee (see above).

Guidelines, Continued

JUDGING & AWARDS

- ◆ Exhibitor judging begins at 10 a.m. on Saturday of the Festival. Cash prizes are awarded for Best of Show, First Place and Honorable Mention in each category: Arts, Crafts and Heritage.
- ◆ The Jury Committee reserves the right to request the removal of any work found to be sub-standard or non-representative of the work submitted for approval. All exhibitors are checked for compliance during the regular Festival hours.

SILENT AUCTION

- ◆ You are invited to contribute an item of your work to the Festival's Silent Auction held during the two-day event. A portion of the proceeds from the Auction will help offset the cost of using the park and its facilities.
- ◆ If you wish to donate a piece for the auction, please indicate this info on your application.
- ◆ Volunteers will collect items from your booth and present you with a receipt of your donation prior to the opening of the Festival.
- ◆ Items should be representative of your quality of workmanship and include a description to maximize the value of your work.

Before submitting your Application, did you

- ___ Review the enclosed guidelines?
- ___ Complete and sign the application?
- ___ Include the application fee?
- ___ Submit the required slides?
- ___ Supply a postage paid envelope for return of your slides?

TIMETABLE OF IMPORTANT DATES:

Application Deadline:	Friday, March 5, 2010
Notifications Mailed By:	Monday, April 12, 2010
Booth Space Fee Due:	Friday, May 7, 2010
Last Day for Refunds:	Monday, May 31, 2010
Set Up Dates/Times:	Friday, July 9, 4 - 7 p.m. Saturday, July 10, after 7:30 a.m.
Festival Dates/Times:	Saturday, July 10, 11 a.m. - 7 p.m. Sunday, July 11, 11 a.m. - 5 p.m.

SLIDES

Describe work and/or process.

Slide 1 - DIMENSIONS: _____ PRICE: _____

DESCRIPTION: _____

Slide 2 - DIMENSIONS: _____ PRICE: _____

DESCRIPTION: _____

Slide 3 - DIMENSIONS: _____ PRICE: _____

DESCRIPTION: _____

Slide 4 - DIMENSIONS: _____ PRICE: _____

DESCRIPTION: _____

Slide 5 - BOOTH SLIDE

SLIDE SUBMISSIONS

Only slides conforming to the Westerville Music & Arts Festival standards (as shown) will be accepted. Each slide should be labeled with the medium in the center at the top, along with the number corresponding to your slide descriptions on the application. Your name should be centered on the bottom so the image is seen correctly.



Five (5) RECENT slides labeled in the manner described are to be submitted in the category entered by the artist. Four (4) slides must be of individual pieces representative of the body of work which will be exhibited. The fifth slide is a booth slide representative of the presentation and composition of the work to be displayed. Slides must cover all types of work that will be for sale. The jury committee relies on the quality of your slides to judge the quality of your work.

Descriptions of each corresponding slide must appear on the application form.

Deliver 35 mm slides in undamaged, standard 2" x 2" plastic mounts in a protective plastic sleeve. Do not send loose or original slides. Do not send photographs, resumes, biographical materials, or other information.

NEW ELECTRONIC SUBMISSION

You may submit your application and pictures of your work electronically to lbrown@westervillechamber.com.

To do so you must:

1. Submit your completed application as a Word, PDF or JPG file.
2. Submit five (5) RECENT pictures in JPG format. Four (4) pictures of your work, and one (1) picture of your booth presentation.
3. Follow all guidelines and rules in the application for submission of artwork representation.
4. Remit your \$20 application fee before the March 5th deadline in order to be included in the jurying process. (We accept checks payable to Westerville Area Chamber of Commerce, or credit card payments. We will accept credit card payments over the phone or fax 614.882.2085.)

37th Annual Westerville Area Chamber of Commerce Music & Arts Festival

Application/Agreement for Booth Space - July 10 & 11, 2010

You will be listed alphabetically in Festival materials based on the information below:

NAME AND/OR COMPANY NAME

ADDRESS

CITY, STATE, ZIP

PHONE (DAY) E-MAIL

Have you participated in the Westerville Music & Arts Festival in the past five years? Yes No

Circle the category in which you will be judged and listed in the Festival Program:

FINE ARTS

Acrylics
Graphics
Mixed Media
Oil
Pastel
Photography
Digitally Enhanced
 Photography
Watercolor
Other _____

FINE CRAFTS

Basketry Ceramics
Dolls Fiber
Glass Metal
Jewelry Leather
Mixed Media Sculpture
Wood
Other _____

I wish to donate a piece of work for the auction:

Yes No Undecided (contact me at the Festival)

NOTE: Every Applicant must submit five (5) color slides (4 of your work and 1 of your booth) to be reviewed by the Jury Committee. Slides will not be returned unless you enclose a large business-size envelope with sufficient postage for the weight of your slides. No prints will be accepted. The jury committee reserves the right to request removal of any work found to be sub-standard or non-representative of the work submitted for approval as detailed in the Guidelines provided. All exhibitors are checked for compliance during regular Festival hours. The accepted exhibitor **MUST** be the person occupying the booth during both days of the Festival with the exception of Chamber provided volunteers for short periods of time.

RELEASE: By signing this application form, Applicant acknowledges having received and read the Westerville Music & Arts Festival Guidelines and Application, agrees to abide by all rules set forth herein and may be removed from the Festival for any breach. Applicant agrees to assume all risk of loss, theft, damage, or injury to any merchandise and representatives. This contract will be in effect upon receipt of acceptance from the Festival Jury Committee.

APPLICANT SIGNATURE

DATE

Application deadline is Friday, March 5, 2010 accompanied by five slides & non-refundable jury fee of \$20 made payable to the Westerville Area Chamber of Commerce, 99 Commerce Park Drive, Westerville, Ohio 43082.

DO NOT WRITE IN THIS SPACE - FOR FESTIVAL COMMITTEE ONLY

APPLICATION FEE	ENTRY FEE	SPACE REQUEST/ASSIGNMENT
COMMENTS		