

CALL for VISUAL ARTISTS



Saturday, October 8, 2016

11 am to 5:30 pm

Paul A. Schroeder Park
359 Old Meramec Station Road
Manchester, MO 63021

ArtsFest is an Autumn celebration of local visual, performing, and literary artists (plus local food vendors) in a beautiful park setting. Presented by Manchester Arts, with support from the Missouri Arts Council.

ALL VISUAL ARTISTS (Ages 18+, who reside in the Metro St. Louis area) MAY APPLY

(Including fine arts painters, potters, photographers, fiber artists, sculptors, fine art jewelers, and more...)

NO entry/jury fees. Minimal fees charged for booth space rental (see Rules.) No commission collected.

* **New this year:** 'Small Batch' Exhibitor Option (Artists with a smaller art collection, can be paired with 1-2 other artists in a provided tent)

Completed forms (and related materials) should be hand-delivered or mailed, to:

Attn: ArtsFest • Manchester Parks and Recreation Department
359 Old Meramec Station Road • Manchester, MO 63021 • Phone: 636-227-1385 (ext. 404)

Submit digital applications to: arts@manchestermo.gov

Download ArtsFest Artist Application and Rules at:
manchestermo.gov/arts

Application Deadline: July 29, 2016

(Artists will be notified of acceptance by Friday, Aug. 5)

For ArtsFest info, email: manchesterartsfest@gmail.com



*In addition to artists' exhibits, **ArtsFest** will feature a full line-up of vocal and instrumental musicians, thespians, poets, storytellers, and other local performance artists. Our Food Pavilion will feature a variety of food options provided by local vendors, plus wine, beer, and soft drinks.*



ARTIST APPLICATION

Sm. Batch ___ Own Tent ___ MA Tent ___ 3-Sided ___ Elec. ___ Double ___ Booth # _____

(Print legibly, or fill out form online, before printing:)

(ArtsFest Use, Only)

Artist Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Website (if applicable) _____

'Small Batch' Artist? ___ Using Personal Tent? ___ Need ArtsFest-provided tent? ___ Need 3-sided Tent? ___ Need Electricity? ___
(Please check): (\$15) (\$20) (\$30) (Limited Qty. \$40) (Limited Qty. - FREE)

Special Requests: _____

(Tent location; small-batch tent artist assignment preferences; etc. For more detailed special requests - call 636-227-1385 x.404)

Art Category: _____

Print (on line, above) the category(s) of visual art that best describe the work you will be displaying in your booth. Entrants are limited to displaying/selling artwork in the art category you enter. (For example; Clay, Ceramic, Drawing, Pastel, Fabric/Fiber Arts, Glass, Graphics/Printmaking, Original Jewelry, Mixed Media, Oil, Acrylic, Photography, Sculpture, Watercolor, Wood, etc.)

Exhibitor Approval: Submit, with application, three (3) photos representative of the work you will be displaying. Digital submissions: please use low resolution (800 kb or lower) and email (or drop-off/mail photos on CD.) Or, drop-off/mail 4x6 photos to us and include SASE if you need photos returned. Artists will be screened by a panel of qualified visual artists chosen by Manchester Arts, to ensure that a high quality of artwork, as well as a balanced variety of work, will be exhibited in our festival.

Agreement/Waiver: By participating in **Manchester ArtsFest**, the entrant agrees: A. to be bound by the rules of this event; B. that the decisions of the event sponsors are final and binding; C. to allow Manchester Arts permission to use images of your work for various promotional purposes. By participating, the entrant hereby releases and discharges Manchester Arts, the City of Manchester, its officers, employees and volunteers, from any and all liability and injuries sustained or loss incurred by virtue of participation in any of the identified programs, and agrees to hold each of them harmless with respect thereto.

Signed: _____ Date: _____

Submission Deadline: Friday, July 29, 2016 (Approval Notification by Friday, Aug. 5)

Completed application, representative photos of artwork, and appropriate FEES (Checks payable to: City of Manchester) **must be MAILED or delivered IN-PERSON to: ATTN: ArtsFest • Manchester Parks and Recreation Dept. • 359 Old Meramec Station Road • Manchester, MO 63021**

Submit digital applications and photos (as attachments) to: arts@manchestermo.gov

ArtsFest Info: Contact ArtsFest Chair Gary Hoferkamp at: manchesterartsfest@gmail.com, or call 314.440.2400

Manchester Arts Contact Info:

Website: manchestermo.gov/arts

Email: arts@manchestermo.gov

Facebook: facebook.com/manchester.arts.mo

Twitter: twitter.com/manchesterarts1



RULES

1. **Manchester ArtsFest** is an outdoor arts festival, presented by Manchester Arts. Admission will be free, and festival hours are from 11 am to 5.30 pm on Saturday, October 8, 2016, at Manchester's beautiful Paul A. Schroeder Park, 359 Old Meramec Station Road, Manchester, MO 63021 (Phone: 636.227.1385 ext. 404)
2. Artists **18 and older**, from the greater St. Louis metropolitan area, are invited to participate.
3. Approval of application is a firm commitment to exhibit at the **ArtsFest**.
4. **ALL** art displayed must be created by the exhibiting artist; a majority of artwork must be **original**, not reproductions.
5. All artwork displayed must be **'family-friendly,'** and may not contain objectionable or inappropriate content, determined by the final and binding discretion of Manchester Arts and **ArtsFest** organizers.
6. No commission will be required or collected by Manchester Arts on sales of artwork.
7. Reproductions may be displayed **ONLY** in portfolios or containers, clearly labeled as reproductions.
8. Notecards, calendars, books, or other items created using the artist's own work, are allowed.
9. Original art may be displayed on screens, panels, or easels, etc., **only INSIDE artist's tent**.
10. All exhibits must be housed under **10' x 10' white tents**, either supplied by the exhibiting artist, or provided by Manchester Arts. (See application for details on booth fees.)
11. Exhibiting artists will be responsible for their own display and lighting equipment, if using. Limited electrical hook-ups will be available on a 1st come/1st served basis of application receipt.
12. Artists (or representative) **must be present** with their artwork during all festival hours.
13. Artists are responsible for collecting and reporting all applicable Missouri Sales Tax
14. If approved, all booth fees are non-refundable. (If **not** accepted for a booth, we will return your check.)

Booth Fees: To cover the cost of set-up, minimal fees will be charged for booth space usage. (There are NO entry/jury fees.)

- **\$15 fee**, per 'Small Batch' artist - to be paired with 1-2 other artists with smaller art collections; 3-sided tent provided
- **\$20 fee**, if you bring your own, personal tent. (Private tents **MUST** be white, 10' x 10', and must be secured by heavy weights or sandbags - no staking allowed. (Two adjoining booth spaces may be requested, at double the fee.)
- **\$30 fee**, if you requested an ArtsFest-provided tent. (It will be set-up and ready for you to display your art, upon arrival.)
- **\$40 fee**, if you need a 3-sided provided tent (limited quantity; 1st come/1st served basis, of application receipt.)
- Electricity will be available **FREE** to a limited number of tents. (Reserve on 1st come/1st served basis.)
- **All Fees are Non-Refundable** (Exception: If you are not approved for a booth space, your check will be returned.)

All artists will supply any needed tables, display, or set-up materials, and provide a 50-foot extension cord, if using electric service. Exhibiting artists (or a representative) must be present in their booth at all times, and are responsible for the safety of their own artwork.

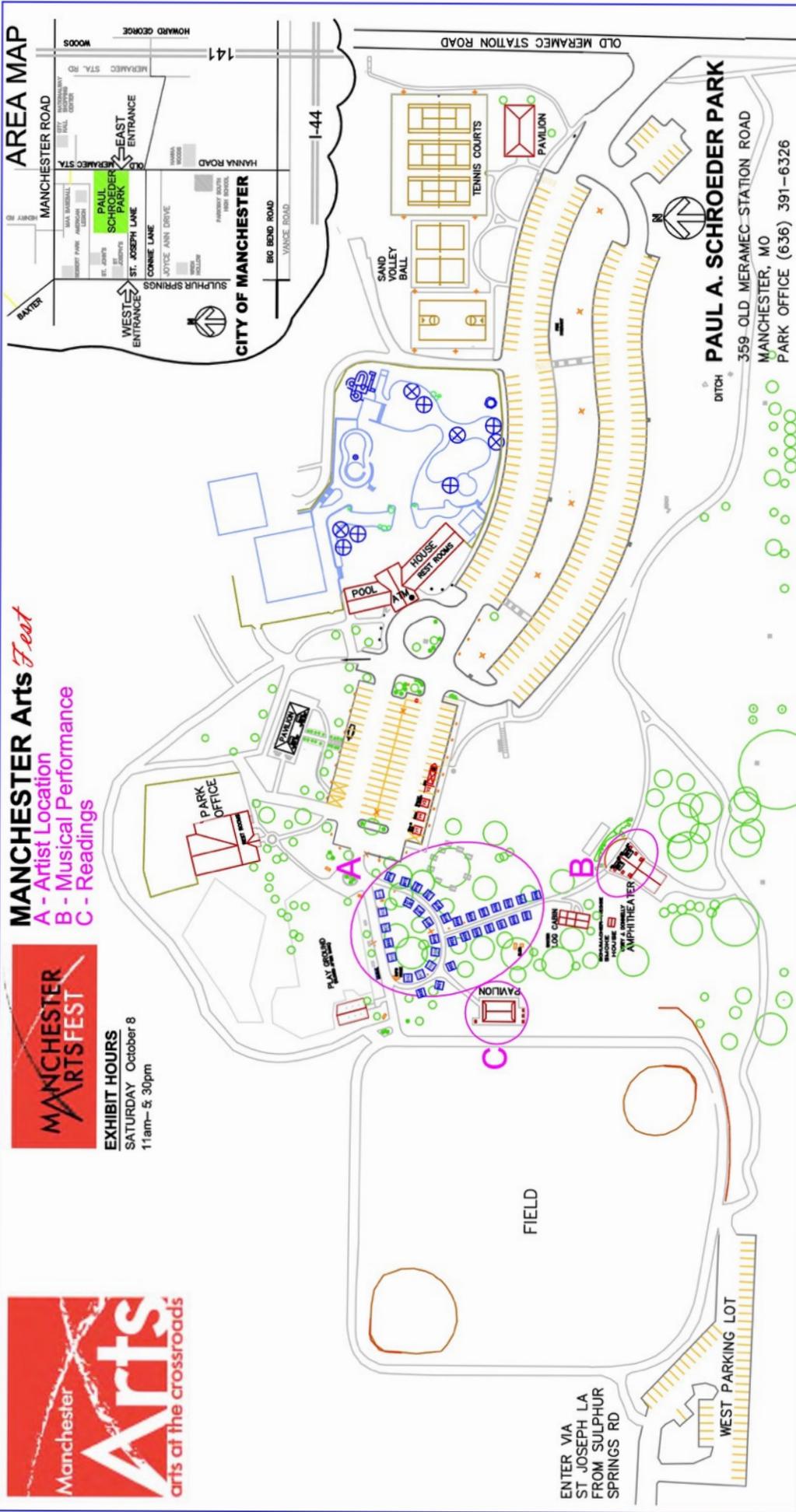
Set Up/Parking: Install private tents, or begin setting up art in provided tents, beginning at 9 am on Saturday, Oct. 8, at designated Schroeder Park tent area - see attached map. (Tents should be mostly ready for viewing by 10.45 am.) Please check-in at Manchester Arts Info Booth before setting up, to receive booth info, badges, etc. - photo ID of the exhibiting artist may be required. Exhibitor vehicles may unload near their tents, before parking in a designated exhibitor parking area. A Manchester Arts volunteer will direct you to your booth and parking space, and answer any questions.

Take Down: Exhibits may be taken down **ONLY** after 5.30 pm on Saturday, Oct. 8 - **NO** early breakdowns for exhibitors or vendors. Festival exhibit area must be cleared by 7 pm. Thank you for exhibiting at Manchester ArtsFest!



EXHIBIT HOURS
SATURDAY October 8
11am - 5:30pm

MANCHESTER Arts Fest
A - Artist Location
B - Musical Performance
C - Readings



PAUL A. SCHROEDER PARK
359 OLD MERAMEC STATION ROAD
MANCHESTER, MO
PARK OFFICE (636) 391-6326

ENTER VIA
ST JOSEPH LA
FROM SULPHUR
SPRINGS RD

WEST PARKING LOT

FIELD

PAVILION

AMPHITHEATER

HOUSE REST ROOM

POOL

SAND VOLLEY BALL

TENNIS COURTS

PAVILION

