

ARTIST APPLICATION FORM



Saturday, February 2, 2019

10 AM – 4 PM

703 Compton Road, Cincinnati, OH 45231 (513) 931-0243

E-mail: npcfineartsfair@gmail.com

www.northminsterchurch.net/fine-arts-fair

Key Dates

Dec 1, 2018

- Deadline for submission of artist application and jury photos

Dec 15, 2018

- Artists informed of jury results via e-mail

Jan 21, 2019

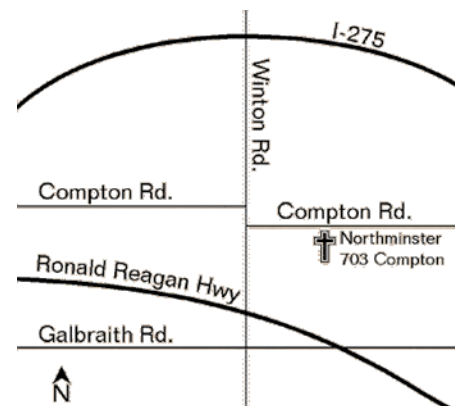
- Last date to submit copy of business card for raffle donors and to provide Ohio Transient Vendors license number.

Friday, Feb 1, 2019

- **6-9 PM** Artist setup

Saturday, Feb 2, 2019

- **8 AM** Doors open for artist arrival
- **10 AM - 4 PM** Fair open to public
- **4 - 5 PM** Artist cleanup



14th Annual Fair

- The Northminster Fine Arts Fair is a **juried show** open to artists in our region who wish to display and sell their original creations.
- In addition to fine art for sale, there is live music, gourmet food, Fair Trade vendors, a children's hands-on art area and more.
- Profits from the fair will be donated once again to Visionaries + Voices, a local non-profit organization that provides representation, studio space, supplies, and support to more than 140 visual artists with disabilities.

Jury Process

- To be considered for the 2019 Fine Arts Fair, artists will need to submit three to seven photos of their work to the Art Fair Committee by December 1, 2018.
- There are two options for submitting photos:
 - Submit digital images via e-mail (preferred)
 - Mail printed photos to the church (must be received by Dec 1). If you desire mailed photos to be returned, please include a stamped, self-addressed envelope.
- Notification of the jury's decision will be e-mailed to artists by December 15, 2018.

Jury Image Quality

- The jury chooses artists for the show based on the images submitted.
- Every year, some artists are not selected for our show due to poor quality jury images: poor lighting, fuzzy images, cluttered images, reflections or glare, art propped on table at odd angles, tiny website photos, distant views not showing any art up close, etc.
- It's to your benefit to submit quality images that showcase your art.

Guidelines

- We are looking for artists who produce one-of-a-kind and limited edition arts and crafts, conceived and perfected by the artist's own hands and created in the artist's studio. All artwork is to be of the artist's own creation.
- We do not accept mass-produced art or art made using commercially available kits or patterns. We also do not accept soap, lotions, cosmetics, or food products.
- **Jewelry Makers:** This is a very competitive category. In addition to quality, we also consider how much of the jewelry's content was made and/or designed by the artist. Please indicate in the comments box or in a separate attachment what role you play in the creation of your pieces. Also, it is helpful to have, in addition to close-ups of your pieces, at least one photo showing the range of your work.

Booth Space

- The art fair committee will assign all spaces.
- Each artist is allocated one space. Each space is 8 by 8 feet. **Note:** We realize our booth space is smaller than most outdoor shows, but unfortunately, the size of our rooms do not allow us to fit larger booth sizes.
- At least one side of each space opens onto an aisle.
- Artists need to provide their own display boards, easels, lights, etc.
- Most booths are immediately adjacent to other booths. If you use display walls, please plan on only using the interior wall space.
- If desired, we can provide one rectangular table. Tables are either 6 or 8 feet long.
- Electrical outlets are available upon request.
- Wi-Fi is available in all rooms with artist booths.
- Set-up will be on Friday, February 1 from 6-9 PM.

Fees

- In lieu of an entry fee, we ask artists to make a contribution of 10% of their sales to Northminster to help cover the costs of the art fair.
- These contributions help pay for advertising of the fair to increase attendance.

Raffle

- We conduct a raffle featuring donated art work from the participating artists. In return the artist receives prominent mention in the art fair program that each attendee receives.
- Donated items are displayed at the fair's entrance.

Demonstrations

- Artists are invited to demonstrate their creative process during the show.
- Demonstrations need to be conducted within the assigned booth space.
- Artists should be sure floors and walls are protected from spills or damage.
- No open flames, solvents, or other hazardous materials are allowed.

New Requirement for 2019: Ohio Transient Vendor License

- We are now required to maintain a record of the names, addresses, and vendor license numbers for each artist participating in the fair. If you already have a vendor's license, please provide the number on the application form. If you do not have a license, you can wait until after jury results are announced before applying but we will need the license number by January 21st to secure your spot.

- If you do not have an Ohio transient vendor license, information on obtaining a vendor's license and filing returns can be found [here](#). You can obtain a paper application [here](#). Note that online registration for the license is a much faster option than applying by mail. The cost is a one-time fee of \$25. Note that there are monthly or semi-annual reporting requirements (even if you have no sales) until you cancel the license.
- Each artist is responsible for their sales transactions and payment of all sales taxes.

Other

- All reasonable precautions will be taken for the safety of the artists' work.
- All insurance for the Northminster Fine Arts Fair is the responsibility of the artist prior to, during and after the show.
- Submission of this application indicates agreement to these terms.

NORTHMINSTER FINE ARTS FAIR

Artist Application Form

Application Deadline: December 1, 2018

Please email this form with three to seven photos of your artwork to npcfineartsfair@gmail.com

Artist(s) Name:

Business Name:

Address:

City/State/Zip:

Phone:

E-mail:

Ohio Transient Vendor License Number:

Art Media (indicate type):

1. If you need a table, please check one size below:

6' _____ 8' _____

2. If you need chairs, please check the number below:

1 _____ 2 _____

3. Will you need an electrical outlet?

Yes _____ No _____

4. Will you be donating a work of art for the raffle?

(If yes, please email a copy of your business card with your application)

Yes _____ No _____

5. Can we use your submitted photos for publicity?

Yes _____ No _____

Website (for publicity, optional):

Social Media sites (for publicity, optional):

6. If you have a business name, do you want the artist or business name listed in the program?

Artist _____ Business _____

7. If your media is jewelry, please briefly describe what role you play in the creation of your pieces:

8. Additional Comments: