

Harbor Springs Community Programs
46th Annual 4th of July Juried Art Show
APPLICATION SUBMISSION INSTRUCTIONS

2022 ADAPTATIONS TO SHOW RULES

- The number of artists for this year's show is being limited to **100**. This is to allow for adequate spacing within our venue.
- **All artists**, returning or new to the show, will need to apply and go through the jury process.
- The show hours will be from **9 am to 4 pm** this year. This is a change from years past, as we work to find the optimal timing for the show.
- Set-up will begin at **5:30 am the day of the show**.
- Fees for the show will be the same as year. The price for a **SINGLE** booth will be **\$225** and for a **DOUBLE** booth the price will be **\$450**. This fee includes a non-refundable \$25 jury handling fee.
- Spaces between booths will be between **4-6 ft**, as we progress towards the show additional changes or adaptations may be made in order to adhere to current health department guidelines, the artists will be kept up to date as we come closer to the date of the event.
- Upon your acceptance to the show, you will be emailed an **Artist Parking Information Page** in addition to other day of the show reminders. We ask that artists display this document on their vehicle dashboard the day of the show. This will allow for expedited contact in case the need arises that a vehicle is wrongfully parked and needs to be moved.

We appreciate your understanding when it comes to these changes. We strive to hold the best show we can, all while being safe and compliant with the guidelines set forth by our health department, community and state.

Jenna Talcott, *Art Show Director* Hannah Bianchi, *Community Schools Director*

500 Spring Street, Harbor Springs, Michigan 49740 ~ artshow@harborps.org ~ Telephone (231) 450-0232 ~
www.harborps.org

ONE APPLICATION PER ARTIST/MEDIUM

Business partners or spouses must apply separately unless they are occupying the same booth space. Individual artists may apply for two spaces either to display their work in two separate media or to display one medium in a double space.

There are a limited number of double spaces available. Artists applying in two different medium categories must submit an application and slides for both media. Please do not apply in more than one category with the same body of work.

THE APPLICATION PROCESS

There are three parts to the application process.

1) Online Application

Follow the link below to take you to the 46th Annual Harbor Springs 4th of July Art Show Informational part of the application.

<https://forms.gle/G8GW9JQ7G4F69TcG8>

Fill out all of the fields listed per the directions.

2) Email Images

Three photos of your work, and one of your stocked display space.

All photos must be of high quality in JPG format and be a true representation of your work as a whole. Any attempt to misrepresent yourself will exclude you from future shows.

Please label the photos: last name_first name_1, last name_first name_2, last name_first name_3, and last name_first name_booth.

E-mail these images to artshow@harborps.org, with the subject line:

ART SHOW IMAGES and BUSINESS NAME.

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3) Payment [Online or Check]

Payment for a single booth is **\$250.00**, and for a double booth, the fee is **\$450.00**.

This payment includes the non-refundable jury/handling fee of \$25 and your general booth fee. Please make sure that you choose the correct one when you are registering online. Only a limited number of double booths are available.

Online:

This year we are once again using our Harbor Springs Community Schools registration program for payment. The program platform has changed from previous years.

Instruction for Online Payment is as follows:

- Please go to our online catalog (linked on our webpage as well)
- <https://payments.efundsforschools.com/v3/districts/55897/>
- You can create an account with this new program, or check out as a guest.
- Look for "Pay for Art Show Registration"
- Enter the amount based on your choice of a single or double booth and follow the instructions for payment.

If you are not accepted into the art show, your booth fee (\$225 or \$425) will be credited back to your Credit Card/Debit Card.

There is a convenience fee for the use of a credit card, \$2.65 for every \$100 or portion thereof and for checking payments it is \$1.00 flat fee for every transaction.

Check:

If you choose to opt out of using our online payment option, you may send the check for the payment of a single or double booth to:

**Harbor Springs Public Schools
Attn: Jenna Talcott, 4th of July Art Show Director
800 S. State Street
Harbor Springs, MI 49740**

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If sending a check, include your name and email. A confirmation of your check being received will be sent to you upon its arrival. Please remember, mail is checked on business days only and winter weather can affect its arrival.

Once all three parts of the application have been received, we will begin processing your application.

Checks may be held till judging is completed to prevent having to reissue refund checks.

RULES OF PARTICIPATION

All work must be designed and executed by the accepted artist. Commercial or imported items, items made from kits or mass-produced are not accepted. Any person exhibiting arts/crafts that have any resemblance to such items are subject to immediate dismissal from the show. Qualifiers will circulate at random during the show to ensure that all work shown is in compliance with these guidelines.

1. Artists must be present during all hours of the show. Agents for the artist are not acceptable.
2. Exhibitors may not share booth space unless they have submitted a joint application and have been accepted as such.
3. The number of exhibitors in certain categories will be limited.
4. No food products are to be sold by art show exhibitors.
5. Exhibitors are responsible for payment of their own State and Federal taxes.

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APPLICATION AND REGISTRATION DEADLINES

Exhibitors must submit the online application and images by April 30th, 2022.

Applicants will be juried in May by a panel of art professionals and community members. All artists will be notified by May 15th whether or not they have been accepted.

We understand your desire to know about your application status, but **please do not call**. Results will NOT be given over the phone.

We will e-mail results as soon as possible, so PLEASE make sure all your information is correctly entered on the application. If you have not heard anything by May 30th, please contact Jenna Talcott at (231) 450-0232 to confirm we have the correct email address.

The Harbor Springs Community Programs 4th of July Art Show staff reserves the right to accept or reject any exhibitor.

BOOTH SPACE

The booth space allotment is 10ft x 10ft. Storage for your display supplies and artwork must be contained within your booth/display space.

The fee is \$250 (single) or \$450 (double) including the \$25 non refundable jury/handling fee. Booth fees are non-refundable once accepted.

The Art Show Director assigns all spaces and has the right to deny a request or change an exhibitor space if it is deemed necessary. Artists will be notified by June 15th where their booth space will be located so they can notify patrons, make plans. Every effort is made to meet the request of each artist, but not everyone can have a corner booth or be in a certain spot.

Once assigned, booth spaces are non-negotiable, **please do not call**, your location will not be changed. The exhibitor's full cooperation is expected in all of the above.

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DAY OF THE SHOW

The show hours are from **9 am to 4 pm** this year.

Set-up will begin at **5:30 am the day of the show.**

Parking in Harbor Springs is always a concern.

Please be considerate of the car and pedestrian traffic. We will **be loading and unloading only along Main Street and Bay Street.** There will be **NO** driving on the park grounds. The lower street, Bay Street, will have limited traffic, as we will be using both sides of the park.

Parking is limited so please allow plenty of time to unload, park your vehicle, and then set up your booth. Please pay attention to signs concerning where you can and cannot park. Additional signs are added the day of the show by the Harbor Springs Police Department along the 4th of July parade route. These signs are lower and often placed on the sidewalk. Please be aware of where you park!

Setting up the evening before is prohibited by city ordinances.

We thank you for your cooperation in this matter.

We look forward to working with you!

Jenna Talcott and Hannah Bianchi

Art Show Director and Community Schools Director

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