



# Harbor Springs Public Schools

*Be Extraordinary*

January 18, 2012

Dear ARTISTS:

It's time to start planning for the 37th Annual Harbor Springs Community Programs Art Show held at Zorn Park in beautiful downtown Harbor Springs. This year's show will be held on **Wednesday, July 4th, 2012.**

Listed below are important dates and changes to note:

January	Applications available online to prospective participants
March 30	Deadline for application with slide submissions
April 13	Jury meeting and selection of participants
April 27	Notification to participants

This year we have decided to go digital with our application process. The application form is now available on the community schools page of school website, [www.harborps.org](http://www.harborps.org). Please read the show rules, note changes from previous years and be assured that all rules and restrictions will be enforced. By submitting the application, you are confirming that you have read the rules and agree to adhere to this format. Failure to comply with these rules could mean early dismissal from the show with no refund.

The show hours are from 9 am to 5 pm; Set-up will begin at 6 am. Last year we issued your booth numbers ahead of time, and this really seemed to help things run smoother the morning of the 4th. As long as we don't experience many complaints, or change requests, we will continue with this format.

Booth spaces will be mapped out similar to that of previous years; we are currently working on adding more booths to the main part of the park and consolidating those in the lower part. Each booth space is limited to 10 X 10. Extra space between booths cannot be used as display area. Requests for special considerations (i.e. shade, level ground, etc.) are considered and we make every effort to accommodate your requests. Please note requests on application. Please do NOT put "same as last year". Give a booth number. We do not guarantee that you will have the same booth space as previous years.

Parking in Harbor Springs is always a consideration. 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.

Just to make you aware, if you are interested, this year we will also be having a one day arts and crafts show the Saturday of Labor day weekend (September 1). This will be in conjunction with the Chamber of Commerce's Street Sales and Celebration, it is kind of the last hurrah for the summer, and brings a lot of people into town. If you are interested in registering for that, or finding out more information, the application and information page is on the school's website as well; right next to the July 4<sup>th</sup> Art Show info.

If you have any questions or concerns, please call, write or email Mari at [mschumaker@harborps.org](mailto:mschumaker@harborps.org). We look forward to sharing a day of art and fun with you!

*Mari Schumaker, Director*

**Harbor Springs Community Programs**

[mschumaker@harborps.org](mailto:mschumaker@harborps.org)

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# Harbor Springs Community Programs - 37th Annual Juried Art Show

## APPLICATION SUBMISSION INSTRUCTIONS

**ONE APPLICATION PER ARTIST/MEDIUM.** (Business partners or spouses must apply separately unless they are occupying the same booth space. Single artist 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:** This year we are going digital. That means that the submission process is a little different than it has been in years past. Once you have submitted the online application, please read carefully and then submit the following:

- 1. 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. And e-mail them to Mari at [mschumaker@harborps.org](mailto:mschumaker@harborps.org), with the subject line: ART SHOW SLIDES.
- 2. Send two checks –** One check for **\$25.00** non-refundable jury/handling fee and a second check for **\$150.00** for general booth fee. If applying for 2 booths, a check for each is not necessary, simply send 1 for \$300.00. Only a limited amount of double booths are available. **Checks should be made out to: Harbor Springs Community Programs. And sent to 500 Spring Street, Harbor Springs, MI 49740.**

**Once your application, images, and checks have been received, we will process your application.**

**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 items are not accepted. Any person exhibiting arts/crafts that have any resemblance to such item or items that are presented at time of application 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.

**APPLICATION AND REGISTRATION DEADLINES:** Exhibitors must submit the online application, images and two checks, by March 30, 2012. Applicants will be juried in early April by a panel of art professionals/experts. Those not selected to participate will be notified in late April. Selected artists will be sent all additional registration materials by April 27, 2012. We understand your desire to know if you were accepted into the show, but **please do not call**. Results will NOT be given over the phone. We will e-mail out results as soon as possible.

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

### BOOTH SPACE

The booth space allotment is 10ft X 10ft. **The fee is \$150.00 or \$300.00 for a double.** 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. The exhibitor's full cooperation is expected in all of the above.

*Mari Schumaker, Director*

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