

Art & Studio Tour Application Form

ARTIST First Name Last Name

Street Address

City Province Postal Code

Telephone – Home Telephone – Cell Phone

Email Address

Website

Studio Address (if different from above)

Medium/Discipline:

Briefly describe your work:

I, the undersigned, meet the appropriate criteria for my Artist category and agree to the criteria outlined in the **Conditions of Entry**.

Artist's Signature Date

Please print or submit electronically. Applications and payments can be completed online, at RichmondHill.ca/ActiveRH. Program Code: 5876

← Turn over to complete application.

APPLICATION DEADLINE:
Friday, February 9, 2018, 4:30 p.m.

About the Art & Studio Tour

Every year, artists from the Richmond Hill Art & Studio Tour invite the public into their homes and studios. It's an opportunity for visitors to get a look behind the scenes, take a self-guided tour, meet the artists and purchase one-of-a-kind artwork. Local sites, such as the Burr House Craft Gallery, Heritage Centre, Mill Pond Gallery, Richland Academy, Curtain Club and community centres will also open their doors and come alive with colour as they host talented artists. The Art & Studio Tour is free of charge. The Richmond Hill Art & Studio Tour continues to showcase some of the most impressive art in Canada!



▼ DETACH HERE AND MAIL OR DROP OFF TO ADDRESS ON FORM ▼

For more information contact:
michelle.zikovitz@richmondhill.ca
905-787-1441, ext. 222.

Mail or drop off completed applications to:

Michelle Zikovitz, Arts Supervisor
Rouge Woods Community Centre
110 Shirley Drive, Richmond Hill, ON L4S 1Y7

Applications can also be completed on line at
RichmondHill.ca/ActiveRH



RichmondHill.ca/StudioTour

16th ANNUAL RICHMOND HILL Art & Studio Tour 2018



Artists Call for Entry

Saturday, October 13 and
Sunday, October 14

Richmond Hill

Conditions of Entry

Eligibility Criteria:

- Priority is given to, but is not exclusive to, **Richmond Hill** residents.
- All art mediums/disciplines are eligible and may include:
 - **pottery** • **wood** • **glass** • **fibre/textiles** • **photography** • **sculpture** • **jewelry** • **printmaking** • **mixed-media** • **painting**
- Artists must show only their own professional-quality, original works.
- Artists must be in attendance and be prepared to demonstrate (if possible) and discuss their work during the Art & Studio Tour.
- All artists must provide a signed copy of the *Agreement & Release Form* (to be provided once accepted on tour).
- Site artists must provide proof of adequate insurance coverage as noted in middle panel.*
- Artists are expected to assist in the marketing and promotion of the Studio Tour.
- Artist are encouraged to participate in Art & Studio Tour promotion at events such as Doors Open, Canada Day, Culture Days and park openings.

Submission Deadlines and Fees:

- Completed applications are due on **Friday, February 9, 2018**.
- Applications can be mailed to or dropped off at:

Rouge Woods Community Centre
c/o Michelle Zikovitz, Arts Supervisor
110 Shirley Drive, Richmond Hill, ON L4S 1Y7
- Applications can also be completed online at **RichmondHill.ca/ActiveRH**. Program Code: **5876**
- The application fee is \$188.77 (including HST). Payment is required at time of application. \$152.24 (including HST) will be refunded if the artist is not accepted onto the Studio Tour.
- There are no refunds once the artist is accepted onto the Studio Tour.
- Applicants will be notified of their application status by the end of March, 2018.

The Selection Process:

A Selection Committee, comprised of three professional, accomplished artists, will review your application on **Thursday, February 22**. The Selection Committee's mandate is to choose professional quality work from a balanced variety of mediums/disciplines. Those mediums/disciplines should not only reflect an interesting mix and assure a stimulating tour for visitors, but should also represent the most accomplished artists working in that medium/discipline. There is limited space on the Studio Tour, so there will be a proportional guideline followed by the Selection Committee.

You will be required to provide a sample of your work for the selection process during the week of Tuesday, February 13 to Thursday, February 15.

The Selection Committee's decision is final. Only the medium/discipline category(ies) applied for and approved by the Selection Committee can be sold and featured at Richmond Hill's Annual Art & Studio Tour.

Artist Classification & Insurance Requirements:

Site Artist

- Must reside or have studio space within the boundaries of Richmond Hill.
- Artists' sites must be suitable for displaying work.
- *Site Artists must provide proof of no less than \$1M/occurrence General Liability Insurance on the Town's standard Certificate of Insurance, posted on the website. This is due by September 14, 2018.

Guest Artist A

- Has **no** studio space, but would like to participate at a shared Richmond Hill location, such as Rouge Woods Community Centre, Heritage Centre, Burr House*, Mill Pond*, Curtain Club or Richland Academy.
*Mill Pond Gallery * Must be RHGA member. Burr House * Preference will be given to Guild members.*

Guest Artist B

- Has **no** studio space. Site artist host has been arranged and confirmed.
**The availability of this category is dependent upon the willingness of site artists to provide space.*

Guest Artist C

- Has **no** studio space and would like to be paired with another artist at their personal studio.

Art & Studio Tour Application Form

Fees for all categories:

\$188.77 (includes HST)

\$152.24 (includes HST) will be refunded if the artist is not accepted onto the Art & Studio Tour.

Artists can register online or by submitting this application form:

Online payment is by VISA or Mastercard only. Artists will need an **ActiveNet account** to register online. If you require assistance with this, please contact 905-787-1441, ext. 222 during regular business hours or stop into any Richmond Hill Community Centre. Cash payments can be made at Rouge Woods Community Centre.

Program Code: 5876

- All artists are required to submit eight (8) digital jpeg images per category of work. Two (2) of the images must meet the following requirements and will be used in the Studio Tour brochure: high resolution jpgs (300 dpi), preferably square shape.
- Images can be submitted to **michelle.zikovitz@richmondhill.ca** via an online file sharing service such as Dropbox, or saved onto a USB and dropped off to the Rouge Woods Community Centre by the February 9, 2018, 4:30 p.m. deadline.
- New artists are required to submit one original art piece for the selection process between Tuesday, February 13 to Thursday, February 15, 2018. Returning artists may also be required to submit one original art piece for the selection process if their work has changed or the Studio Tour organizers make that request. Failure to do so will constitute an incomplete application. Incomplete applications will not be considered.

Select the category for which you are making this application:

Please check all boxes that apply to you. You can refer to the "Artist Classification" to the left as a reference.

Site Artist Willing to host a guest artist
Guest artist's name (if known): _____

Guest Artist A
Rouge Woods Community Centre, Heritage Centre, Burr House*, Covernotes, Mill Pond*, Curtain Club and Richland Academy
Name of preferred site: _____
*Mill Pond Gallery *Must be a RHGA member
Burr House * Preference will be given to Guild members.*

Please indicate:

Second Choice of Site
Name: _____

Guest Artist B Site artist host has been confirmed.
Name: _____

Guest Artist C Site artist host has not been confirmed.
Name: _____

▼ DETACH HERE AND MAIL OR DROP OFF TO ADDRESS ON FORM ▼