

HOLIDAY ARTS FESTIVAL | CALL FOR ENTRY

APPLICATION DEADLINE | **SEPTEMBER 16, 2019**

JURY PROCEDURE

In order to maintain the highest level of quality and variety of original works, the Waterloo Center for the Arts asks all artists must apply annually to be juried into the Holiday Arts Festival.

Artists may apply online at ZAPApplication.org or submit a completed application form along with the following: Artist statement about your process, materials, biography and 8 images representative of your current works with 1 image of your indoor booth display. All images must be submitted on CD or USB drive.

If applying by mail, please include a non-refundable check for a jury fee of \$15, and a separate check for the booth fee (see rates below). Booth fee payment will not be processed until you are notified of acceptance into the festival.

The Selection Committee must review all artists. Artists will be notified if they have been selected by October 8. Selected artists must agree to participate both days of the festival.

Reproductions of artwork presented must be clearly marked. Over half of the total works presented must be original works, created by the exhibiting artist, and not reproductions or resale items.

FESTIVAL HOURS

Saturday, November 9 | 10:00am-4:00pm

Sunday, November 10 | 10:00am-4:00pm

EARLY SET-UP

Friday, November 08 | 9:00am - 5:00pm

Artists are encouraged to use this opportunity and will receive \$20 off a single booth fee or \$40 off a double booth fee.

DAY OF SET-UP

Saturday, November 9 | 7:00 - 9:30am

Artists must be ready for business by 9:30am.

Carts, dollies and personnel will be available to assist with loading and unloading. Festival volunteers will also be available to provide breaks throughout the event.

ARTIST PARTY

Saturday, November 9

The Friends of the WCA will host a special reception for arts festival patrons and participating artists Saturday evening.

HOME STAY

Friends of the Art Center will also provide a homestay option for artists. Availability is limited and offered on a first-come first-served basis.

BOOTH SPACES

Single booth spaces are available, with a limit of two spaces per artist. If artists intend to share a booth, both artists must complete the jury process. This is an indoor festival and space is limited. 10'x10' spaces are in limited supply, otherwise available spaces are 8'x10'.

One 6' foot table and two chairs will be available by request at no extra cost. Please indicate if you require an electrical hook-up.

CONFIRMATION & CANCELLATION POLICY

Any artist withdrawing will be subject to a cancellation fee of \$50; no refunds will be made after November 1, 2019.

QUESTIONS

If you have any questions, contact the Waterloo Center for the Arts at (319) 291-4490 or museum@waterloo-ia.org.

The Waterloo Center for the Arts is supported by the Experience Waterloo and the City of Waterloo Hotel-Motel Tax Fund, the Community Foundation of Northeast Iowa, Iowa Arts Council, a division of the Iowa Department of Cultural Affairs, National Endowment for the Arts and Friends of the Art Center.

APPLICATION

Name _____

Address _____

City _____

State _____

Zip _____

Phone (am & pm) _____

Iowa Sales Tax Permit Number _____

Medium _____

Jury fee _____ **\$15**

Early booth fee _____ 1 - (\$120) _____ 2 - (\$240)
(Setup November 8)

Day of booth fee _____ 1 - (\$140) _____ 2 - (\$280)
(Setup November 9)

Electrical hookup _____ yes _____ no

Tables & Chairs _____ yes _____ no

Display _____ yes _____ no

Display Size _____ H _____ W _____ D

Payment total **\$15** + _____ = _____

Make checks payable to:

Waterloo Center for the Arts
225 Commercial Street, Waterloo, IA 50701

Please attach an Artist Statement including creative process, materials and biographical information. Be sure to include 8 images of your artwork, including an image of your display on CD or USB drive only.

It is hereby agreed that I, the exhibitor, will carry the necessary insurance to cover art objects and other property displayed at WCA. I understand that WCA and the City of Waterloo are exonerated from all liability of any nature while said objects are on display and are not responsible for accidental loss or damage of any kind. I hereby verify that I myself have created all the work on display. I also accept all rules and regulations regarding participation in WCA's Holiday Arts Festival.

Signature _____

Date _____

PLEASE NOTE: Your \$15 jury fee and a separate check for your booth fee, must be received by the Waterloo Center for the Arts at the time of submitting application by mail.

Deadline to apply is September 16, 2019