



**ARTIST APPLICATION and BUSINESS REGISTRATION**

Saturday, August 10, 2019 – 10AM-4PM

Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

Facebook Business Page \_\_\_\_\_

**I AM A HILLSDALE BUSINESS** interested in hosting one or more artists or artisans  
*(your fee is the same regardless of how many artists you host)*

Please indicate where your available space is, and the # of artist spaces available:  
 indoors \_\_\_\_\_  outdoors \_\_\_\_\_  both *(how many of each?)*

Do you need assistance in finding an artist or artisan to set up in your space?  
 Yes, I would like ArtsWalk to find artists for me  
 No, I am making arrangements on my own *(please inform each artist that they must complete this form even if they are working directly with you)*

**I AM AN ARTIST OR ARTISAN** who is interested in displaying my work at ArtsWalk

Please indicate your preferences for setting up:  
 inside a business  under my own tent  under a group tent  
 I have already made arrangements with \_\_\_\_\_ to set up at their business.

What is your art form? \_\_\_\_\_

Unless you participated in the Hillsdale ArtsWalk in the past, we need to see examples of your work. If you do not have a site or Facebook page that we can review, please email 3 or more representative photos.

- I have read and understand the event Guidelines (attached) and will comply with them.
- I agree to pay the event fee of \$35. This is due by August 1, 2019

Checks are payable to **Hillsdale ArtsWalk**  
 Forms and payment should be mailed to:  
 Judi Sledz, PO Box 177, Philmont NY 12565

\_\_\_\_\_  
 Signature Date



## EVENT GUIDELINES and INFORMATION

- **Setup time** begins at 8:00AM. An event map will be published in advance to show you and the guests where to go.
- **Breakdown** – The event runs until 4PM. There may be no early breakdown unless arranged in advance with event coordinators.
- **Coverage** – Each exhibitor is responsible for their own setup and breakdown, including removing any trash generated. It is your responsibility to make arrangements for covering your breaks, assisting you when it gets busy, moving your vehicle, and having another person on hand to draw the customers over to your booth.
- **Equipment** – Unless arranged privately, all artists will need to provide their own tables, chairs, displays and signage. If you've indicated that you are setting up under your own popup tent, you **must** bring proper weights to secure the tent from blowing over, to avoid damage to people, property and the art. The standard recommendation is 25 lbs per tent leg, minimum.
- **Insurance** – No insurance coverage is provided by ArtsWalk organizers or the Town of Hillsdale. By signing and submitting this application, you acknowledge that insurance protection is your responsibility.
- **Weather** – The rain date is August 11th. There will be no refunds in case of cancellation due to weather.
- **Contacts** – Please write to hillsdaleartswalk@gmail.com for all inquiries, arrangements and concerns. You will be provided with cell phone contact numbers prior to the event for last minute questions.
- **Promotion** – We will be heavily promoting both the artists and the businesses who register for the event. We will pull most of the info that we need about you from your online presence, but we may also contact you for additional information. Our Facebook page is [www.facebook.com/hillsdaleNYartswalk](http://www.facebook.com/hillsdaleNYartswalk) ; we encourage you to share the page with customers and friends to help spread the word about the event. We will share the event poster, other graphics, and the press releases with you to share, as well. An ArtsWalk website is under development.
- **Contact info** – To help promote you, we will include your contact info in our printed program. Those programs will also be shared online. **If you do NOT want your email or phone number published, please check this box:**
- **Registration** – If you are a business (galleries excluded) who has chosen to make the artist arrangements yourself, please remember that each artist in your space **MUST** complete this form – no exceptions.
- **Payment** -- In order to appear in all of our promotional materials, your payment must be received by August 1<sup>st</sup>. It would be a loss for everyone if you were omitted from the map guides we will be printing, or the website.
- **Organizers** – The organizers of the ArtsWalk are a group of local volunteers. We derive no profit from this event; any funds left over will be deposited in the ArtsWalk bank account for use next year. This is not a fundraiser for any parties. No fee or commission will be taken from your sales.

***Thank you!***

ArtsWalk Committee – [hillsdaleartswalk@gmail.com](mailto:hillsdaleartswalk@gmail.com)