

**2019 – 13th Annual
Artist Studio Tour Application & Contract
PLEASE READ CAREFULLY**

Artist's Name: _____
(This is how your name will appear in the Tour brochure)

PLEASE read the following information carefully and fill out the Application completely. This Application is considered a contract between you and the Tahoe Art League.

Dates: Friday, Saturday, Sunday, July 26, 27, 28 and August 2, 3, 4, 10 am to 5 pm
Studios may commit to one or both weekends. Indicate your choice:
_____ Both _____ 1st Weekend Only _____ 2nd Weekend Only

Fee: **Option 1/A** = \$125 (this fee is for those who commit to participate on one of the several committees or be a coordinator for one. Minimum of 3 hours required)
Option 1/B = \$175 (for those who cannot or don't want to commit to help out)
Please circle your option. TAL will deduct 20% commission plus sales tax on all sales.

Option 2/A = \$300 (for those who commit to 3 hours helping out on a committee)

Option 2/B = \$350 (for those who cannot or don't want to commit to help out)

Please circle your option. No commission is paid to TAL and each artist must:

* Submit their own sales tax.

* Obtain and provide a copy of a Sales Permit: Sales Permit # _____

* Provide their own credit card service, if desired.

* Provide a Certificate of Commercial General Liability Insurance and Indemnify the Tahoe Art League for any injuries occurring on your premises. (Request this from your insurance company and attach to this application).

Payment: Checks are payable to: Tahoe Art League (attach to application)
Cash and Credit Cards are accepted for payment at the TAL Art Center.

Application Deadline: March 30, 2019. TAL membership must be current for 2019.

Studio Preference: Please check the appropriate box below:

_____ I'm showing in my own studio. **Studio Address:** _____

_____ I'm showing in my studio and sharing space with (name of artists): _____

_____ I'm willing to share my Studio with another artist.

_____ I'm showing at another artist's Studio. Name: _____

_____ I want to participate, but need to share space. Please help.

Studio open year-round by appointment: Yes No **Accepts commissioned work:** Yes No

Artist's Phone: _____ This **will** be listed in the Tour brochure.

Email Address: _____ Please include your email address. It makes corresponding with you much easier. It will **NOT** be listed in the brochure unless you specify you want it to be.

Website Address: _____

This **will** be listed in the Tour brochure. It allows visitors to preview your work and plan their tour.

Medium/Subject: (Oil, Watercolor, photography, jewelry, etc., plus BRIEFLY describe your subject matter. i.e., Watercolor Landscapes or Oil paintings of flowers and animals) _____

All new artists must be juried by the Jury Committee. See information letter for specifics.

Images for Tour Brochure/Publicity: Please submit one image of your original artwork or photography, horizontal orientation, size 2” x 3” (if your image is a different size, please crop it to fit these dimensions. NO vertical orientation, please) in jpeg format, 300 dpi and deliver or email to Nina Major – ninamajorartist@yahoo.com. **Please note: No changes will be accepted after copy goes to the layout person. Choose your images carefully!**

Postcard: This color postcard lists information about the Studio Tour. How many postcards would you like for your personal contact list (50 max) _____. For early advertisement around town, how many can you distribute to your favorite businesses? _____

Tour Brochures and Map: These will be available for distribution the end of June. **Participants are required** to help in the distribution and to provide copies at their Studio during the Tour. Please indicate the places you will be responsible for delivering the brochure/map to: _____

PARTICIPATION: All Studio Tour participants who signed up for Option 1/A or 2/A are required to help on at least one of the several sub-committees, or volunteer to be a coordinator for one. Please check your choice below:

- | | |
|---|--------------------------------------|
| _____ Advertising Coordinator | _____ Passport Coordinator |
| _____ Advertising Sales (sell ads) | _____ Passport Helper |
| _____ Artist Reception Coordinator | _____ Publicity Coordinator |
| _____ Brochure Distribution Coordinator | _____ Publicity Helper |
| _____ Brochure Distribution Helper | _____ Sign Coordination/Distribution |
| _____ Email Communications | _____ Work where needed |
| _____ Put together Artist’s Info. Packets | |

Training Session: All participants are required to attend a Training Session. Topics will include sales procedures, credit card system information, pricing artwork, sign requirements, required paperwork, artwork labels, etc.

Passport: The Passport program has become very popular. If can donate one of your artworks, please indicate it here _____. Please drop it off at the Art Center by May 15. If possible, framed art would be greatly appreciated. Jewelry, ceramics and other items are welcome!

Liability Statement and Participation Agreement:

I, the undersigned, have read everything included in this Application and understand its contents. I am to provide my own insurance and agree to hold the Tahoe Art League, its agents, sponsors, staff, and volunteers, harmless from any and all claims occasioned by the application and/or participation in the 2019 Artist Studio Tour. I agree to exhibit my artwork for the entire duration of the exhibition. I certify that all work exhibited by me is my own original work or a reproduction of my own original work, is solely executed by me, and is not copies of the work of any other artist living or dead and/or under copyright, or reproductions of photographs under copyright. If a dispute arises concerning the appropriateness of artwork displayed, the Board of Directors shall be the only authority to make the final decision. I further grant the Tour principals’ permission to use the information and images submitted for purposes of publicity and education in print and online via internet and web. I agree to follow **ALL** TAL and Studio Tour policies and procedures. My studio will remain open for visitors on **ALL** of the days I have designated that I am participating.

Signature: _____ **Date:** _____

Applications and payment can be mailed or delivered to: Tahoe Art League, 3062 Lake Tahoe Blvd., South Lake Tahoe, CA 96150

QUESTIONS? Please email: Connie Clark, Chairperson: cfayclark@gmail.com

REQUIRED ATTACHMENTS: Refundable payment. Completed W-9