



**NEWPORT
ARTS FESTIVAL**

5th Annual

FESTIVAL

August 27th, 2011 – 10am – 6:30pm

August 28th, 2011 – 10am – 5pm

Artist set-up: August 26th – 8:00am – 6:00pm / VIP Shopping Preview 7:00pm-8:30pm

ARTIST

Festival Application & Information Packet

**Application deadline
April 11, 2011**

Questions? Please contact
nsmith@lookingupwards.org
or (401) 847-0960 x 56

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ABOUT THE FESTIVAL

Produced by local non-profit Looking Upwards, the Newport Arts Festival is a juried show of fine and functional art held in the heart of scenic Newport's bustling downtown waterfront at the Newport Yachting Center. The festival also features two full days of live music, children's entertainment & activities and a food café.

LOOKING UPWARDS

For over 30 years, Looking Upwards has supported people with disabilities to live fulfilling lives. Based in Middletown, RI, Looking Upwards is a nonprofit agency providing a wide array of services for adults with developmental disabilities and children with diverse needs. Throughout the state of Rhode Island, our programs promote growth and independence and assist people with developing satisfaction in all areas of life, such as success at school, meaningful work, a fulfilling home life and participation in the community. **All proceeds from the Newport Arts Festival benefit the mission of Looking Upwards.**

ABOUT NEWPORT, RI

Newport has been referred to by many names, the "City by the Sea", a "crowning gem of the East Coast" and the "sexy suburb" historically providing summer residences for the wealthy of Boston and New York. This renowned city is a destination resort attracting thousands upon thousands of visitors during its busy summer season. On any August weekend 1,000 to 1,500 people come through the city's official visitors' center seeking information about what to do and see in Newport. The local area has 3,000 hotel rooms, over 800 bed and breakfasts and a harbor capacity of over 2,000 moorings, not to mention a steady flow of day visitors.

Newport offers something for everyone from all walks of life, including nightlife, beaches, boating, historic sites and eclectic shopping and dining. The city's waterfront, filled with shops, summer condominiums, moorings, restaurants and nightclubs, is a focal point at the pulse of the summer season.

THE NEWPORT YACHTING CENTER

On the harbor in historic Newport, the Newport Yachting Center is the city's premier special event center in the heart of downtown, boasting 4 acres of prime event space. The home of the Newport International Boat Show, the Annual Schweppes Great Chowder Cook Off and the Nantucket Nectars Sunset Music Series, the Newport Yachting Center is a unique facility located in one of the most beautiful waterfront sites in America.

THE JURY PROCESS

Artist selection is based upon creativity, technical ability and use of medium. Decisions are based solely upon the merit of the work submitted and the need to create a balanced show. The target number of artists per medium will be pre-determined by the festival committee based on the number of applications received. Artists will be rated on a numerical scale. Artists receiving the highest scores will be accepted into the show. Scores will be retained and a waitlist will be created in each medium. In the instance that a booth becomes available, the next artist on the list will be notified. All jury decisions are final.

FESTIVAL PROMOTION

Newport Arts Festival's extensive advertising and publicity promotes the festival throughout Rhode Island, and Southeastern Massachusetts. Advertising mediums include television, print, radio and internet outlets. In addition, the festival is included in the Newport Yachting Center's schedule of events and other publicity.

ARTISTS' BENEFITS

Artist Awards

Newport Arts Festival distributes over \$2,000 in awards for Best of Show, 2nd & 3rd place awards, and two awards of merit based on overall display, creativity, technical skill, and use of medium.

Poster Contest

Artists are encouraged to submit artwork for the poster contest competition. The winning artist receives a cash prize and a free 10' x 10' booth at the 2011 event. Note: Artists work must meet the festival standards, and the winner must pass the jurying process.

Promotion of Artists

In addition to overall event publicity, the Newport Arts Festival provides these avenues of promotion for all accepted artists.

Online Artist Gallery: Your work will be showcased in the festival's online Artist Gallery. Your gallery listing includes your artist statement, selected photos of your work as well as your contact information. Your work will remain on display in the Artist Gallery for many months after the show, providing continued exposure for post-event sales.

Artist Promotion Materials: Upon request, event post-cards will be sent to you for your distribution. Electronic announcements will be available as well.

Event Program Guide: All artists are listed in the Official Program Guide available the weekend of the event.

Hospitality

Amenities for exhibiting artists include

- Parking for one standard size vehicle during festival hours of operation
- 24 hour security
- Electricity at booth site
- Availability of block rate hotel rooms

On site hospitality includes:

- Volunteer assistance with load-in/break-down
- Booth sitters as needed
- Complimentary snacks and beverages

Information about reduced room rates and all other amenities will be provided in the accepted artists' information packets.

ART MEDIUMS

Ceramics – original clay work for decorative or functional purposes. No machine or mass produced work is accepted.

Fiber –all work crafted from fibers including basketry, embroidery, weaving, leather work, tapestry, and paper making. No machine tooling, machine-screened patterns, or other forms of mass productions are permitted. No factory-produced wearable items, regardless of additional modifications or enhancements by the artist may be exhibited.

Glass – original work in which the primary material is glass, including decorative or functional pieces. No mass production accepted.

Jewelry – ornaments such as bracelets, necklaces, earrings or rings, made of precious metals and which may be set with gems or semi-precious gems. A small percentage of jewelry made from non-precious metals and other materials such as glass, ceramics, paper, fiber, wood, leather, or polymer clay may be selected, based upon creativity, technical ability and use of medium. No commercial casts, molds or production studio work will be accepted.

Digital Art – original works for which at least 50% of the work is created or composed using a computer to create the components, not just to assemble the parts. Photographs or photographic images for which the component parts are taken using either a film or digital camera and 'assembled' in the computer are considered photographs and artists should apply in the Photography category. Work in this category must be limited editions, signed and numbered on archival quality materials.

Metal – original functional non-sculptural metal work

Photography – includes all photographic prints made from the artist's original negative or digital image processing, which have been processed by the artist or under his or her direct supervision. Photographers are required to disclose both the creative and printing process. Work in this category must be limited editions, signed and numbered on archival quality materials.

Sculpture – original three dimensional work of any material including mixed media

Painting – original painted works including but not limited to, oil, acrylic and watercolor

Works on Paper – original work on paper including but not limited to graphics, printmaking, drawing and pastels

Wood – original woodwork that has been hand-tooled, carved or machine worked. May be decorative or functional and includes furniture.

Mixed Media 2D– original two-dimensional work that combines more than one medium in a single work of art.

FESTIVAL FEES

Jury Fee:

Send with application \$30 *per medium* (non-refundable).

Booth Fee:

\$275 for 10' x 10' space

\$450 for 10' x 20' space (limited availability)

\$50 for corner booth (limited availability)

Late Fee:

A \$50 late fee is required for all applications received after the entry deadline but before the jury meets. (*non-refundable*)

BOOTH INFORMATION

All booth spaces are located under large semi-permanent tents with sides. Artists have the option of bringing a tent (with adequate lighting), or bringing their own pipe & drape or other booth boundary structure. No displays using only tables will be accepted. Artists will be notified of booth assignments approximately 20 days before the festival.

Available booth spaces are 10'x10', or 10'x 20'(limited availability). Corner booths are available for an additional fee and will be granted on a first come basis in order of festival application date.

ELECTRICITY IS PROVIDED FOR EACH BOOTH.

Artists must BRING THEIR OWN display materials including:

- Lighting
- Extension cords (50' suggested)
- Racks
- Tables
- Chairs
- Display units
- Other fixtures suitable for outdoor/indoor use (although all booths are covered, this is a harborside venue and is subject to dampness)
- Tent/pipe & drape/ booth boundary structure (artists must provide some form of divider to create space definition for their booth)

Your display must be completely contained within the space you have purchased. This includes chairs/stools, checkouts, overhangs, inventory for sale or storage, tent poles, etc. Please be sure that the #5 digital image portraying your booth is representative of the display quality you would provide for the show.

ART PRICING

- We encourage each artist to offer a range of prices to increase your sales opportunities. The festival has diverse patronage with an audience spanning many income brackets.
- The ability to process credit card transactions is recommended to maximize your sales.

TRAVEL AND PARKING

Newport is an historic resort town, which makes it an ideal location for a festival. Artists should plan their travel around the traffic patterns and lodging costs similar to an urban setting. Although parking is available during the event and for loading and unloading, please be aware that artists will need to use local lots or on-street parking for a nominal fee during set-up and non-event hours.

KEY APPLICATION DATES

April 11, 2011:

Deadline for sending Artist Application, include \$30 jury fee per medium (must be postmarked by 4-11-11).

April 30, 2011:

Deadline for late entries. All artist applications postmarked after 4-11-11 will be accepted with an additional fee. *A \$50 late fee applies to any applications postmarked 4/12/11-4/30/11.* All applications must be received by May 1, 2011.

May 17, 2011:

Notification of acceptance will be mailed to artists.

Approximately 20 days prior to festival:

Artist booth assignments, set-up times and other specific information will be sent to artists.

FESTIVAL STANDARDS

In the spirit of ensuring the Newport Arts Festival is a pleasurable and rewarding event for everyone who participates, we have adopted the following standards.

1. Artist's own hand - All work displayed at the Newport Arts Festival must be of professional quality and created and executed by the displaying artist's own hand.

2. Single artist or two person teams - The work displayed at the Newport Arts Festival is limited to the work of single artists or two-person team collaborations.

3. All of artist's mediums to be juried - Artists may only exhibit and sell work in the media categories for which they are accepted.

4. Limitations on photomechanical reproductions - The Newport Arts Festival permits photomechanical reproductions of an artist's original work limited to no more than 20% of the artist's display. Reproductions must be limited edition prints, numbered, and signed by the artist. Prints must be labeled as reproductions.

5. Items not accepted - Items made with commercially available patterns or molds or any item produced commercially or by anyone other than the artist will not be accepted in the show. Festival Representatives will check each booth before opening and maintain the right to ask artists to remove items appearing to be incongruous with festival standards.

6. Artists present at the festival - Artists must be present during the entire event and must personally staff their exhibit space. No agents, dealers or representatives may attend the event in place of the artist.

7. Consistency with images submitted - At intervals throughout the show, all displays will be reviewed by the Festival Representatives. The committee will ensure that all items that each artist displays are of the same or better quality as the images the artist has submitted.

8. In the event of rain - The festival is a rain or shine event. Though individual artists' booths are under larger festival tents, we encourage you to have suitable material to protect your work. In the case of inclement weather, the Festival Committee has the sole discretion in the decision to close the show. Artists leaving or packing up their booths without the approval of the committee risk not being invited back to the show. No refunds will be granted.

9. Cooperation with rules and standards - The Festival Committee will require artists to remove any items that are not within the show's standards. Artists violating the rules and standards of the Newport Arts Festival or who fail to cooperate with the Festival Committee will not be allowed to exhibit in the show. At any point during the show, the Festival Committee reserves the right to remove anyone from exhibiting in the show for failure to follow the Newport Arts Festival's rules and standards.

We thank you in advance for your cooperation.

FESTIVAL CONTACT INFORMATION

For more information, contact either:

Nichole Smith, Festival Director

Phone: 401-847-0960 ext. 56 or
Email: nsmith@lookingupwards.org

Gloria Davis, Administrative Assistant

Phone: 401-847-0960 ext. 25 or
Email: gdavis@lookingupwards.org

EVENT DATES AND TIMES

Artist Load-in

Friday, August 26th 8:00am -6:00pm

Festival Hours

Friday, August 26th VIP Preview 7-8:30pm

Saturday, August 27th 10am - 6:30pm

Sunday, August 28th 10am - 5pm

**Newport Arts Festival
c/o Looking Upwards, Inc.
P.O. Box 4289
Middletown, RI, 02842**

p: 401.847.0960 f: 401.849.0290

APPLICATION

To apply to the 5th Annual Newport Arts Festival please complete the questions on pages 4 - 8 and submit with your images and fee(s) by the deadlines listed on the preceding page. Thank you for your interest in this event.

ARTIST'S CONTACT INFORMATION

Please type or print as you would like your information to appear in festival publicity. If you are selected for the show, all contact information given may be displayed on the festival website on your artist gallery page unless you specify otherwise in the section below.

Artist's First Name

Artist's Last Name

Name of Second Artist (if two-person collaborative team)

Business Name

Address

City

State

Zip/Postal Code

(____) _____
Area Code - Home Phone Number

(____) _____
Area Code - Studio Phone Number

Email Mail
Preferred contact method

Email

Website

Please check the boxes below only if you DO NOT want this information included on the artist gallery page of the festival's website: Street Address Home Phone

MEDIUMS

Please check the category in which you would like the jury to review your work. For specific requirements for each medium, please refer to page 2.

To Exhibit in More Than One Medium: Please note that the work you are authorized to sell at the festival is restricted to your juried medium(s). If you wish to show work in more than one medium, please check the appropriate categories and include payment for each medium that you would like juried. *The jury fee is \$30 per category and is non-refundable.*

- Ceramics
- Fiber
- Glass
- Jewelry
- Digital Art
- Metal
- Photography
- Sculpture
- Painting
- Works on Paper
- Wood
- Mixed Media (2D)

BOOTH INFORMATION

Booth set-up:

All artists will be positioned under large tents.

Artists must provide a structure to separate their space from neighboring artists. You will have the option of using a tent, your own pipe and drape or other boundary structure (e.g. pro-panel walls). Tables alone will not be accepted.

- I plan to bring a tent
- I plan to bring a pipe & drape or other structure for creating a booth boundary.

What to Bring:

- ELECTRICITY is available for each booth; please BRING YOUR OWN EXTENTION CORDS
- Your booth will be situated under a larger tent so we suggest that you bring sufficient lighting for your work.
- Note: The tents can get very hot and/or damp depending on the weather. Plastic bins for your work and small fans may increase your level of comfort.

ARTIST'S FEEDBACK

Where did you hear about the festival?

- I'M A RETURNING ARTIST
- MAIL
- EMAIL
- WORD OF MOUTH
- ART CALENDAR E-BLAST
- SUNSHINE ARTIST
- POSTED IN MY COMMUNITY
- OTHER _____

ARTISTS' PROMOTIONAL MATERIALS

Promotional postcards are made available for artists to distribute. Would you like to receive postcards?
(Maximum request of 100, please)

- No Yes Quantity _____

NOTIFICATION OF ACCEPTANCE

Notification of Acceptance will be mailed to artists on or before May 17, 2011

Booth Sizes and Fees:

Please check which booth size you will need for your display.

- 10 X 10 = \$275.00 10 X 20 = 450.00
- I would like a corner booth for an additional \$50
(Corner booths are limited and will be assigned after jurying on a first-come first-serve basis according to the date your application was received.)

Booth fees will be collected upon notice of acceptance. Artists will be given approximately 15 days to make payment after notice of acceptance. Jury fees are due with application.

Booth Assignments:

Artists will be notified of booth assignments approximately 20 days prior to the festival.

IMAGE REQUIREMENTS

Please submit with your application:

- **Required:** four images representing current work that you intend to display
- **Required:** one image of your booth display. This image should include the booth boundary structure (e.g. drape, tent, etc.) that you plan to use.
- **Optional:** an image of yourself for your artist gallery page.

If you are applying in more than one medium:

Submit four digital images that are representative of work you intend to display in each medium. If you are applying in more than one medium, submit four images for each medium, one of your booth, and an optional artist's portrait.

Please explain in the spaces below, the process and materials used in your work; the reproduction process should be disclosed where applicable. Select two of your images to be utilized in the online artist gallery.

Image # 1 Title: _____ Dimensions: _____

Process /materials, descriptions _____

Check if you would like this image to be one of the two artwork images displayed on your page in the online gallery.

Image # 2 Title: _____ Dimensions: _____

Process /materials, descriptions _____

Check if you would like this image to be one of the two artwork images displayed on your page in the online gallery.

Image # 3 Title: _____ Dimensions: _____

Process /materials, descriptions _____

Check if you would like this image to be one of the two artwork images displayed on your page in the online gallery.

Image # 4 Title: _____ Dimensions: _____

Process /materials, descriptions _____

Check if you would like this image to be one of the two artwork images displayed on your page in the online gallery.

Image # 5 (Booth Display) **Image # 6** (Optional: Artist's Portrait) – for online gallery page

Image specifications:

- **Digital Images** - We request digital images be hi-resolution .jpeg images (.tiff and RAW files also accepted). Recommended size is 300dpi and roughly 5"x7". Please submit images on a CD-R with your name written on the CD. File names should correspond with the image descriptions provided below.
- **Slides** - Slides must measure 2"x 2". The artist's name must be written on the slides and they must be clearly marked "top" and "front. *Please include a \$25 fee for each medium to be juried to cover the costs of converting your slides to digital images.*
- **Photographs will not be accepted.**
- **Promotion** - Images submitted by accepted artists may be selected for use in festival promotional materials.

TAXES

Exhibiting artists are responsible for applicable RI sales tax. Please list your RI sales tax ID number below and include a copy of your sales tax permit with your application entry.

Tax ID Number: _____

If you do not have a sales tax permit a temporary permit can be issued to you at registration the weekend of the festival for a \$10 fee.

Yes, I need a temporary permit.

Mail completed application and payment to:

**Newport Arts Festival
c/o Looking Upwards, Inc.
P.O. Box 4289
Middletown, RI 02842**

*Checks should be made payable to
Newport Arts Festival*

PAYMENT BY CREDIT CARD

If you would like to pay your festival fees by credit card please fill in the following information. Jury fees will be processed upon application receipt. Booth fees will be charged upon acceptance to festival. A \$2.00 processing fee applies for credit card payments. Note: Credit card charges will post to your bill as "Looking Upwards, Inc."

Card type: Visa Master Card AMEX

Account # _____

Expiration Date _____ / _____ CSV code (on back of card) _____

Authorized Signature _____

Name on Card _____

Billing Address (if different than mailing address) _____

RELEASE

I am hereby authorizing Newport Arts Festival to utilize my images for publicity for the festival if accepted into the show. I understand that Newport Arts Festival is a rain or shine event. There will be no rain date. My signature confirms that I have read and agree to the Newport Arts Festival rules & standards.

By submitting this application I understand that I commit to the show if accepted. No refunds will be made for cancellations. I agree to hold harmless Looking Upwards, Inc. DBA Newport Arts Festival and/or the Newport Yachting Center for any liability.

Applicant's Signature

Date

APPLICATION CHECKLIST

- Completed/signed application form
- \$30 check or credit card information for each medium you wish to be reviewed (*nonrefundable*)
- CD with the 6 images or 6 properly labeled and numbered slides in protective sleeve. Remember: additional images are required if you are submitting for more than one medium. (Please include a \$25.00 fee for the transformation of your slides to digital images)
- Self-addressed stamped envelope (with adequate postage) if you require your slides or CD to be returned in the event that you are not accepted.
- If you have one, did you list your RI tax ID number and include a copy of your sales tax permit with your application?
- Did you indicate the quantity of post cards you will need?
- Did you complete your artist statement?