

Art In The Woods North Kitsap Studio Tour

Studio Registration Form - Deadline Aug. 15

Studio Name _____ **Medium** _____
(Describe your medium as you want it to appear on the brochure – no more than 3 words)

Artist Name (Studio Head) _____

Studio Location:
Street _____

City _____ Zip _____

Studio Telephone _____

Email _____

Web Address _____

Business UBI number _____

Artist Contact Information: (If different from Studio contact info.)

Street _____

City _____ Zip _____

Telephone _____

Email _____

Web Address _____

The following information will help with organizing the event and putting together the brochure.

1. Do you have room for additional artists to display and sell their work? If yes, room for how many? What Media? Please describe the set-up / available outlets, etc.
2. Do you have a restroom available for customer use?
3. Do you have “easy access”? This means, can someone in a wheelchair can gain easy access your ENTIRE studio, sidewalk is even (not a gravel walk way), no steps or stairs, etc.
4. Do you have ample parking? How many *customer* cars can you accommodate?
5. Is it easy to get in and out of your drive? Is it easy to find?
6. Do you plan on artist demonstrations or other activities?
7. Do you agree to coordinate with the studios around you to map and place signage, posters, brochures and banners?
8. Do you agree to assist the artist’s in your studio to submit, on time, their images, mailing lists and fees?
9. Is there any other information that you can give us that will tell us more about your studio?

Registration – all items due August 15th:

MAIL the following to CAFNW PO Box 291, Poulsbo WA 98370

1. Signed and dated Studio/Artist Agreement, to CAFNW
2. INCLUDE your Studio/Artist registration fee of \$135.00
(Make checks payable to CAFNW).

EMAIL the following to AITW Studio Tour Coordinator – leigh@knowlesstudio.com

1. Studio Mailing list in Excel Spreadsheet format, - No additions after registration. For NEW STUDIOS – add a one-time fee of \$10.00 to process mailing lists. *(Proof and edit your addresses **before** submission. Remove out of state addresses. Please, no more than 500 addresses per artist, please. If you are unable to use Excel, please let us know right away and we will help walk you through how to do this or find another way to work with your list.)*
2. At least one digital image of current work: 300 DPI, 1600 *pix* longest dimension, clear, clean, well lit for the brochure / web page / poster. Images that are poor will not be used.
3. List of all additional artists showing in your studio, include name, media, phone# & email.

Studio/Artist Agreement

I, _____, understand that as a participant in Art In The Woods, North Kitsap Studio Tour, I agree to the following guidelines:

- 1) Agree to a timely payment of Studio/Artist registration fee of \$135.00.
- 2) Any registered studio, and its' artists, with unpaid registration fees by deadline date of August 15, of the current year, will be unable to participate in the tour and will be pulled from the brochure as well as any other marketing materials.
- 3) We work together. As members of the tour, we support each other and work together to organize and operate our annual event. We count on all artists to place roadside signs, distribute posters and brochures and supply up-to-date mailing lists.
- 4) I hereby assume all risks associated with showing and selling goods to the public, including, but not limited to theft or damage to property or personal injury and hereby release Cultural Arts Foundation Northwest (event sponsor), it's officers, directors and employees and shall hold each harmless from any claim or action arising out of my participation in Art In The Woods.
- 5) Your name, studio name, media, website address and an image of your work will be included in our list of artists on our webpages. If you do not want these included you must contact the AITW Studio Tour Coordinator – leigh@knowlesstudio.com
- 6) I guarantee that I am 18 years of age or older.
- 7) I agree to pay a minimum of \$50 or the cost of the signs, whichever is greater, if I do not return signs I have by August 15 of the following year if I do not plan to participate in the next Art in the Woods.
- 8) I have read the Art in the Woods Studio Tour Information page on the website. I accept these conditions because they ensure fairness and equity for all. I recognize that failure to abide by this agreement may result in exclusion from future studio tours.

Signature _____

Date _____

CULTURAL ARTS FOUNDATION NW, PO BOX 291, POULSBO, WA. 98370