

Grand Marais ARTS FESTIVAL



JULY 14 – 15, 2018 | ARTIST GUIDE

ABOUT THE FESTIVAL & THE ART COLONY

- The Festival is Saturday, July 14th 9:00am – 5:00pm and Sunday, July 15th 10:00am - 4:00pm. Artists are expected to maintain booths during Festival hours through 4:00pm on Sunday.
- The Grand Marais Art Colony is a nonprofit, member-supported art center dedicated to nurturing creativity since 1947. The Art Colony is primarily an art center. We host over 200 classes in variety of media and skill levels, offer professional studio access and organize exhibits/events throughout the year.
- The Art Colony is open daily, 9:00am - 4:00pm. Call (218) 387-2737 or stop by: 120 W. 3rd Ave, Grand Marais, MN.

NEW THIS YEAR

- No artwork donation is required. Booth Fee is \$200, Jury Fee is \$35.
- Please check-in during one of the following times:
 - 3:00 – 6:00pm Friday, July 13 at the Art Colony
 - 6:00 – 8:00pm Friday, July 13 in the Vendor Hospitality Room at the Harbor Inn
 - 6:00 – 8:00am Saturday, July 14 in the Vendor Hospitality Room at the Harbor Inn
- On Sunday, July 15 the festival will open at 10:00am.

MAP OF GRAND MARAIS & FESTIVAL AREA



FESTIVAL TIMELINE

- January 19, 2018: Applications open via Zapplication.org
- March 17, 2018: Applications Close
- March 30, 2018: Jury Notification
- April 20, 2018: Artists must accept or decline festival entry, paid booth fee & turned in ST-19
- June 9, 2018: Booth Assignments Announced (date subject to change)
- July 13, 2018: Check-in and Booth Set-Up
- July 14 – 15, 2018: Grand Marais Arts Festival

APPLICATION PROCESS

- Applications are to be submitted via Zapplication.org. It is FREE for artists to create profiles and easy to use to submit applications.
- Having trouble? Zapplication offers free online tutorials and instructions on how to create a profile and detailed instructions on how to apply for shows. <https://www.zapplication.org/help-center.php>
- If you are applying for a shared booth, each artist needs to submit an application separately.

DOCUMENTATION, FEES & TAX INFO

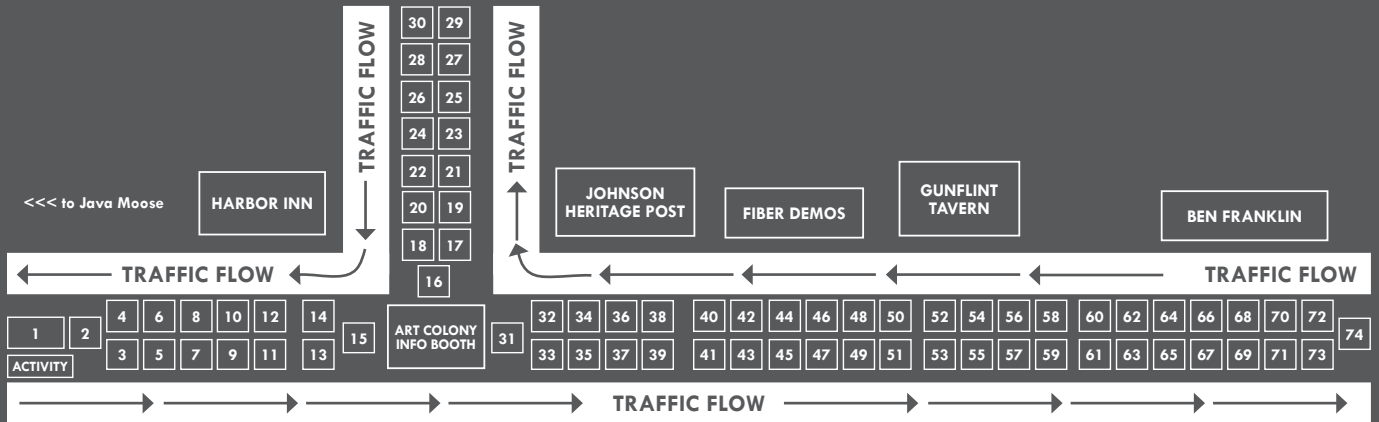
- Jury Fee is \$35 and if accepted, the booth fee is \$200.
- The MN Department of Revenue requires the Art Colony to obtain evidence that all vendors at the festival have a valid sales tax identification number. Please download and return this form: <http://bit.ly/2DaF062>
- To obtain a Tax ID Number, please contact the MN Dept. of Revenue at (651) 282-5225, or go to their website: www.taxes.state.mn.us and click "Register for Minnesota Tax ID Number."
- Artists need to charge sales tax. For a list of applicable goods and services that are taxable contact the MN Dept. of Revenue. **Local Sales Tax is 8.375% (0.08375).**
- The Art Colony assumes no responsibility for lost, broken or stolen goods and is not liable for any personal injury. Vendors are considered independent business owners, thereby responsible for their own insurance.

SET-UP, TRAFFIC & PARKING

- Set up is Friday, July 13th between 3:00 – 8:00pm OR Saturday, July 14th between 6:00 – 8:00am. All booths must be set-up by 8:30am Saturday.
- Please check-in during one of the following times:
 - 3:00 – 6:00pm Friday, July 13 at the Art Colony
 - 6:00 – 8:00pm Friday, July 13 in the Vendor Hospitality Room at the Harbor Inn
 - 6:00 – 8:00am Saturday in the Vendor Hospitality Room at the Harbor Inn
- Check-in is required before bringing your car into the festival area. Last minute booth changes are a possibility so you need to check-in before set up begins. Once you have checked in, you will be given a pass to show to the volunteers at the street entrances which will allow you to drive into the festival area.
- Inform staff before Saturday if checking in after 6:30am Saturday morning.

SET-UP, TRAFFIC & PARKING CONTINUED

- Traffic flow follows the below map. Absolutely no exceptions.



- You will be given a maximum of 30 minutes to unload. Please be prepared to unload your vehicle in a timely manner, then park and return to set up. **DO NOT UNPACK** your vehicle and set up at the same time. This causes traffic problems for your booth neighbors and can start the festival off with a bad experience. We want everyone to have a fun and stress-free weekend. There will be many volunteers around to help direct traffic and get cars in and out safely.
- Please park your car on the street near the Art Colony: 120 West 3rd Ave (only 3 blocks away from the festival area) or at your hotel/camping area. Please leave nearest street parking areas available for visitors attending the festival, as we receive visitor complaints each year about parking.

WAITLIST, CANCELLATIONS & BOOTH FORFEITS

- We hope that you do not need to cancel, however if a conflict arises, please let us know as soon as possible so we can contact one of our waitlisted artists to fill the booth space.
- Once you have been accepted there are absolutely no refunds.
- If you are not checked in by 6:30am on Saturday, your booth can be reassigned to a waitlist artist. It is your responsibility to communicate with us if you will be arriving later than 6:30am.
- Due to the large volume of applicants and limited space, not all applications are accepted. Artists who were on the cusp of being accepted were added to a Waitlist. We have a Waitlist for each medium so if someone cancels we are able to pull a new artist from the same medium.
- If an accepted artist cancels, the first artist in the same media category will be extended an invitation to participate. That artist has 24 hours to accept or decline and pay booth fee before we move on to the next artist.
- Double Booths may be requested but are **ONLY** available on a limited basis and if space allows. We strive to give as many artists opportunities to exhibit their work in individual booths before we assign double booths. Double booth artists must pay **TWO** booth fees.

SECURITY & BOOTH INFO

- Overnight security is provided by the Grand Marais Art Colony to prevent acts of vandalism or theft. However, it is your responsibility to secure your booth at the end of each day especially to avoid elemental damage. We recommend closing up your booth with tent sides or a tarp to keep people out.
- Each booth is 10'x10'. There will also be about 3' of shared space behind the booths for vendor storage and there will be about 3-6" between booth sides.

SECURITY & BOOTH INFO CONTINUED

- Securing your booth: Lake Superior provides beautiful scenery but also the potential for rapid weather changes, we suggest being prepared for anything. Tent: All booths are placed on the street and will require surface anchoring to protect against inclement weather. You are responsible for supplying your anchoring materials. We recommend concrete blocks or buckets filled with rocks or water. Stakes in the pavement or ropes to nearby trees or buildings are strictly prohibited.
- Artwork: Large Rubbermaid bins are an excellent way to protect your work from wind, rain and other potential harm should there be any.
- Electricity is available on an extremely limited basis. Please inform us if you need electricity in your application. Artists are responsible for extension cords and crowd safety. Noisy generators are prohibited.
- All vendors are required by Grand Marais City Ordinance to collect and dispose of all personal trash upon departure at vendor's expense (not in city trash cans).
- The Grand Marais Arts Festival is open to artists of all media types.
- Work submitted must represent the artist who is exhibiting.
- Only original works/concepts will be accepted. No work made from commercial kits, molds, patterns, stencils, etc will be allowed. Reproductions of original artwork and/or prints may be sold but must not comprise of the entire booth.
- All sales shall be conducted between the artist and the buyer.
- Galleries may not host booths to represent artists.
- All booths will be viewed by Art Colony representatives at various points during the festival. If an artist is found to be violating any of the rules or is found to be behaving in an unacceptable manner, the artist may be asked to leave.
- We use a variety of criteria to determine booth placement. Artists who are performing demonstrations will often be positioned in a corner booth but not always. We do our best to honor special requests to returning artists but our top priority is to avoid placing two artists of the same media side by side. If you have received a corner or end booth in the past, but not utilized all sides, your booth will be moved to an interior spot. Due to the complexity of booth planning, once assigned, spaces cannot be changed. **No exceptions.**

FESTIVAL PREPARATION

- Be prepared for all types of weather as the weather can change dramatically rather quickly. Strong winds, rain and cold temperatures are among the difficult weather that can occur. We recommend bringing materials to secure your tent, protect your art and layers of clothing to keep you comfortable.
- Bring LOTS OF LAYERS. Raincoat, warm sweater/shirt, light-weight shirt, pants, shorts, boots, sandals, stocking hat, mittens, sunscreen, windbreaker, etc. are among the recommended items. There are many places locally to purchase these items if you forget.
- Tips specific to this festival: Many artists use buckets filled with beach stones or water to weight down their tent. We also recommend bringing a variety of clothing, a dolly, rope, duct tape, Rubbermaid containers for artwork storage, comfortable shoes, snacks/water, lots of change and a positive attitude! There are few options for quick food; plan accordingly.
- There is a wide variety of lodging possibilities here from camping to hotels to private cabins. Please visit our website for a list of Business Partners: http://www.grandmaraisartcolony.org/partners_lodging.cfm or contact the tourism office: (888) 922-5000 or <http://www.visitcookcounty.com/where-to-stay/>
- The Art Colony has a few tents available for rental on a first come first serve basis. If you are interested in renting a tent for the festival, please contact the office.
- The Grand Marais Art Colony provides free wi-fi in the festival area, but due to the high volume of use, it can be inconsistent at times. Please plan accordingly with other payment options.

FESTIVAL AMENITIES

