

## PROSPECTUS: 2019 Outdoor Autumn Arts Festival + Spectrum Gallery Group Show

Arts Center Killingworth and Spectrum Gallery announce a Call for Representational and Abstract Painters, Sculptors, Illustrators, Photographers, Original Printmakers, Fabric Artists, Glass and Wood Artisans, Jewelry Designers and Crafters for the 2019 Madison Town Green Outdoor Autumn Arts Festival. Open to visual artists working in oil, acrylic, watercolor, photography, pencil and charcoal, paper, mixed media, fabric, glass, wood, stone and clay.

### Autumn Arts Festival Weekend Sponsor

Arts Center Killingworth (Parent company of Spectrum Gallery) is a nonprofit 501(c)3 organization focused on the development and presentation of the visual arts on the Connecticut Shoreline. The Center supports emerging and professional artists by organizing exhibits, festivals and offering classes, camps and workshops for children, teens and adults. The Arts Center is located at 276 North Parker Hill Road, Killingworth, CT 06419. Phone: (860) 663-5593 [artscenterkillingworth.org](http://artscenterkillingworth.org) Spectrum Gallery is located at 61 Main Street, Centerbrook CT 06409. Phone: (860) 767-0742 [spectrumartgallery.org](http://spectrumartgallery.org)

### Ways to Participate

- 1) Exhibit at the two-day **Outdoor Autumn Arts Festival** on the Madison Town Green, Madison, Connecticut. Demonstrate, discuss and sell your artwork. **Participation required both days of Festival.**
- 2) Submit work for consideration in the 6-week **Spectrum Gallery Group Show** at the Center's **Spectrum Gallery**, 61 Main St., Centerbrook, CT. **Only Outdoor Arts Festival participants are eligible to exhibit in the Spectrum Show.**

### Outdoor Autumn Arts Festival

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| <b>Dates, Times and Location</b> | Sat, October 12 (10-5pm); Sun, October 13 (12-5pm); Rain Date Mon, October 14 (10-5pm)<br>Madison Town Green, Boston Post Road (Route 1) and Copse Road, Madison CT   |
| <b>Submission Process</b>        | To ensure a variety of work at the Festival, there is a maximum of 100 Exhibitors, limited by medium. Email jpegs and short bio to <a href="mailto:barbara@spectrumartgallery.org">barbara@spectrumartgallery.org</a>   |
| <b>Materials Needed</b>          | <b>THREE DIGITAL IMAGES OF ARTWORK (HIGH RESOLUTION JPEG, 300dpi, 500KB-2MB)</b><br>Must include Title, Materials and Size <b>under each jpeg</b> . In the subject line of email please note: <b>Submissions for Autumn Arts Festival</b><br><br><b>ARTIST BIOGRAPHY. Maximum 300 words.</b> Describe artistic style, awards, education, participation in art shows, and other noteworthy information. <b>Word Document only. DO NOT send bios as images (i.e. JPEGs) or as PDFs. Full resumes or CVs are NOT accepted and will be returned to artist for resubmission. Needs to be written in the 3<sup>rd</sup> person.</b> |
| <b>Participation Fee</b>         | <b>\$80 Nonrefundable Individual 10x10 Tent Space Registration</b><br><b>\$120 Nonrefundable Individual Shared 10x10 Tent Space (No more than two artists)</b><br><b>\$90 Nonrefundable Individual 10x10 Tent Space Under Large Group Tent</b><br><b>\$135 Nonrefundable Individual Shared 10x10 Tent Space Under Large Group Tent (No more than two artists)</b><br><br>After Festival participation is confirmed via email, Artists will receive a Registration Form to be returned with Participation Fee within 2 weeks.  |
| <b>Registration Deadline</b>     | <b>Festival registration deadline is Friday, September 27, 2019. Space is limited, so register early to reserve space and to be included in Festival promotional material.</b>  |
| <b>Festival Art Selling</b>      | The Arts Center handles all processing of sales during the Outdoor Arts Festival at the Arts  |

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| <b>Procedure</b>                 | <p><b>Center “Buying Tent”.</b> Guests “shop around” through exhibits and collect Purchase Cards from Artists. Each artist is given purchase slips at the beginning of the Festival. <b>Each Artist is responsible to note their own name, product sold, cost, and customer’s name and contact information on each Purchase Card.</b> Each artist is assigned a “unique” buying code which needs to be written by artist on each Purchase Card. This “unique” number is how the Arts Center tracks the sales of each individual participating artist.</p> <p>Buyers bring their Purchase Cards to the Arts Center’s Buying Tent when ready to pay for purchases. <b>Sales tax is added at Buying Tent.</b> Purchase Cards are stamped <b>PAID</b> by the Arts Center. Arts Center keeps the white copy of the purchase card. Buyers receive a cash register receipt and the yellow copy of the purchase card stamped PAID by the Arts Center. Buyers return to corresponding Exhibitors to pick up purchases and give the stamped yellow copy of the purchase card to the Artist.</p> <p><b>Stamped yellow copy of Purchase Card is kept by Artist as proof of sale.</b></p> |
| <b>Festival Purchase Methods</b> | <p>Outdoor Arts Festival sales are by cash, check (with proper ID) or credit card (AMEX, MasterCard, Visa) made payable to the Arts Center Killingworth.</p>   |
| <b>Sales Tax</b>                 | <p><b>Connecticut sales tax is not added by Artists.</b> The Arts Center collects sales tax from buyers at the Buying Tent to remit to the State of Connecticut. <b>Therefore, artists do not need a Connecticut sales tax registration number to participate in the Festival.</b></p>   |
| <b>Commission</b>                | <p><b>Arts Center Killingworth retains a 20% commission on the full sale price (before state sales tax) of all artwork sold during Arts Festival Weekend.</b></p>  |
| <b>Payments to Artists</b>       | <p>Arts Center Killingworth issues a check payment to artists for work sold at the Arts Festival (less commission and sales tax) on or before October 21, 2019.</p>  |
| <b>Artist Parking</b>            | <p>Each artist has a designated parking space as close to their booth location as possible. Artists must move cars to their parking space after tent and exhibit setup. <b>To preserve the Madison Green, artists are allowed to bring their cars onto the Green ONLY for setup on Saturday and breakdown on Sunday.</b> Cars must be parked off the Madison Green and in the space provided at all other times.</p>   |
| <b>Festival Tent Setup</b>       | <p>Exhibitors are informed of Madison Green tent site locations the week of the Arts Festival by email. On Saturday, tent setup begins at 7am and must be completed by 9:30am. On Sunday, tent setup begins at 11am and must be completed by 12pm.</p> <p>Artists supply and setup their own tent (10”x10” max), tent stakes, tables, chairs, easels, display stands. <b>Artists must have a tent to exhibit or will be asked to leave the Green. Tents must be hosted by Artist or Artist’s representative during entire Festival weekend.</b></p> <p><b>ALL TENTS MUST BE STAKED or WEIGHTED. NO EXCEPTIONS.</b> Arts Center Representatives walk through the Festival on Saturday morning to check tent setups.</p>   |
| <b>Security</b>                  | <p><b>Arts Center Killingworth is not responsible for theft or damage to artist’s work during the Festival weekend.</b> Tents (<b>without artwork</b>), racks, easels, tables and chairs may remain on the Green overnight as the risk of the artist. <b>Arts Center is not responsible for any damage or theft of items remaining overnight on the Green.</b></p> <p><b>All artwork and crafts must be removed from tents after the Festival on Saturday and returned to the Green and ready to be exhibited by 12pm Sunday.</b></p>  |
| <b>Festival Marketing</b>        | <p>Marketing opportunities for Artists include placement on the Arts Center Killingworth website, postcards, full color poster, flyers, social media promotions, online calendars, newspaper placements, and name and booth location in printed Festival program distributed FREE to all visitors to the Autumn Arts Festival on the Madison Town Green.</p>   |

## Spectrum Gallery Group Show

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| <b>Gallery Submissions</b>              | <p><b>Spectrum Gallery</b> invites fine artists and artisans to submit artwork for consideration in the 6-week 2019 Spectrum Gallery Group Show. This Annual Show gives Festival Artists the opportunity to expose their work to a wider audience.</p> <ul style="list-style-type: none"><li>• <b>Only Arts Festival exhibitors are eligible to participate in the Spectrum Gallery Show</b></li><li>• <b>Only original artworks and photography are accepted for Gallery show</b></li><li>• <b>No installations or video are accepted</b></li></ul>  |
| <b>About Spectrum Gallery and Store</b> | <p><b>Spectrum Gallery</b> is an expansion of the <b>Arts Center Killingworth</b>, a non-profit 501(c)3 organization. Spectrum showcases regional and national artists and artisans, both emerging and established. In addition to presenting painting, sculpture and photography, the Gallery includes a Store, which offers fine crafts in diverse mediums such as fabric, glass, ceramics, paper, pottery, jewelry and more. Exhibits are enhanced by events such as receptions, guest artist demos and workshops, family and member activities. Spectrum Gallery is free and open Wednesday- Saturday (12-6pm) and Sunday (12-5pm).</p> <p>Spectrum also offers artists ecommerce selling opportunities on its site <b>Spectrum Anytime: <a href="http://spectrumartgallery.org/shop">spectrumartgallery.org/shop</a></b></p>   |
| <b>Dates and Location</b>               | <p>Spectrum Gallery Group Show for participating Festival artists opens <b>Friday, September 27, 2019</b> with an Opening Reception (6:30-9:00pm) and runs through <b>Sunday, November 10, 2019</b>. The Show is located at Spectrum Gallery and Store, 61 Main Street, Centerbrook, CT 06409.</p>  |
| <b>Submission Process</b>               | <p><b>Submission Deadline to be considered for the 2017 Spectrum Gallery Group Autumn Show is Friday, September 13, 2019.</b> Accepted artists will receive a <b>Gallery or Store Consignment Agreement, Inventory Sheet and ID slips to be attached to each item. Materials are to be filled out and then brought to receiving at Spectrum Gallery. Receiving dates are:</b> Sept. 15-20 except Mon. Sept. 16. Receiving hours are 12:30-6pm.</p> <p><b>NOTE: Submission does not guarantee exhibition inclusion.</b></p>  |
| <b>Submission Materials</b>             | <p>Artists and Crafters must submit online up to 3-4 high-resolution images of artwork (300 dpi+ JPEG) for review. Please send submissions to <a href="mailto:barbara@spectrumartgallery.org">barbara@spectrumartgallery.org</a><br/><b>In email Subject Line note: Submissions for Spectrum Gallery Autumn Festival Show.</b> Submissions must include Title, Materials, Size and Price Range (to be discussed).</p> <p><b>Fine Art Gallery:</b> If selected, <b>maximum</b> of 3 works per Artist are displayed in the Gallery. Number of pieces displayed is at the discretion of the gallery and space availability.</p> <p><b>Artisan Store:</b> Artists should submit images that provide an overview of the pieces in their line. If selected, the number of pieces to be displayed in the Show is dependent on size of works and space available in the Store. Once participation in the Show is confirmed, the kinds and number of pieces to be included will be determined.</p> <p><b>All submitted artwork must be original and if selected be “for sale” throughout the entire 6-week Show.</b> All submitted two-dimensional work must be wired, framed and ready for installation. Three-dimensional work should not exceed 24 inches in any dimension.</p> |
| <b>Gallery and Store Commissions</b>    | <p><b>Commission is 40% before Connecticut sales tax.</b></p> <p>Artwork selected for the Spectrum Gallery Show must be delivered ready to hang/display. Spectrum Gallery reserves the right to refuse any work considered unsuitable for hanging/</p>  |

presentation, is misrepresented through documentation, or is/are not the piece(s) selected. Artwork pricing is to be discussed with each Artist at receiving unless previously confirmed.

**Show Closing and  
Removal of Artwork**

**Spectrum Gallery Group Show closes November 10, 2019 and all artwork must be removed by participating Artists and Artisans from Spectrum** Sunday, November 10 through Thursday, November 10 (12:30-6pm).

Spectrum Gallery shall not be liable to the Artist for loss of or damage to a piece of artwork if the Artist fails to retrieve work during the Removal Dates set forth herein.

Packing/shipping charges, insurance while artworks are in transit, other handling expenses, and risk of loss or damage incurred in the delivery of artwork from Artist to Spectrum Gallery, and in their return from Gallery to Artist, shall be the responsibility of the Artists for this show. Spectrum Gallery is responsible for the transportation of artwork to purchasers.

**Gallery Show  
Marketing**

Marketing opportunities for Artists include placement on the Spectrum Gallery website, Gallery Show/Festival postcards, social media promotions, online calendars, newspaper placement, and noted in printed Festival programs distributed FREE to all Outdoor Arts Festival visitors on the Madison Town Green.

**Questions? Call (860) 663-5593 or email [barbara@spectrumartgallery.org](mailto:barbara@spectrumartgallery.org)**