



Allied Arts Association's  
60th Annual Art in the Park  
Bringing Art to the Community &  
the Community to Arts

Allied Arts Gallery & Howard Amon Park  
89 Lee Blvd, Richland WA 99352  
509-943-9815  
[www.alliedartsrichland.org](http://www.alliedartsrichland.org)

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Hello everyone,

It is time once again to begin preparing for the 2010 Allied Arts Association's Art in the Park. This year we are celebrating 60 years of Art in the Park. We are planning some special additions for this year and look forward to a great show.

I can not stress enough how important it is this year to read the complete Prospectus and fill out the Application completely. This makes the process easier for our volunteers. I look forward to another great show. Please let me know if you have any questions, concerns or constructive criticism. Make a note that my phone number has changed.

See you at the Show!!!!

Jennifer Hickman, Director

509-460-6701

[artinthepark@alliedartsrichland.org](mailto:artinthepark@alliedartsrichland.org)

Items to return to Allied Arts:

Application

Payment for Application Fee

Payment for Registration Fee

Payment for Camping Fee (if applicable)

- place check or money order in envelope with CD of 8 photos and a self-addressed stamped envelope if you want your CD back



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## SCHEDULE

<b>March 12</b> Early Entry Deadline (Postmark)	<b>April 2</b> Entry Deadline (Postmark)	<b>May 3</b> Notification by email/mail No waiting list	<b>May 28</b> Final Deadline For all requested info.	<b>July 22</b> <b>CHECK IN</b> <b>9 am to 6 pm</b>	<b>July 23</b> Show Hours 9 am to 9 pm <b>July 24</b> 9 am to 7 pm
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### DEFINITIONS

Primary Artist – creating artist of merchandise (18 years old or older)

Associates – creates parts of merchandise in order for the entire art to be created

Assistant – someone who assists in selling but not creating merchandise

Junior Artist – 17 years old or younger

### ELIGIBILITY

- Product must be original work designed, handmade and executed within the last two years by the applying artist.
- No re-sales of any kind allowed. No commercial reproductions, imitations, manufactured items or imports.
- Work done from computers, commercial kits, sewing patterns, graphics or copies will not be accepted.

### FEES

- **APPLICATION FEE: \$20 each individual primary artist and associate.**  
 This non-refundable fee entitles each primary artist to submit photos in no more than 2 categories. No application fee for junior artists registered in a space with an adult artist. All other requirements apply.
- **REGISTRATION FEE: \$80 each individual primary artist**  
**\$40 each Associate involved in creating the Primary Artist's merchandise**  
**\$10 each Junior Artist**

The Registration fee is only refunded if artist is not accepted by jury or cancels before acceptance notification deadline (May 3, 2010).

- **CAMPING FEE:** The City of Richland is now charging for camping. The fee will be \$10 per night. Overnight camping will be in the Boat Launch Parking lot on the North end of Howard Amon Park. Please fill in the appropriate spaces for overnight camping on the Application. There will be no last minute reservations for camping it must be filled in on the Application. This price is for Thursday and Friday night only. Additional nights will be paid for separately. Place check or Money Order made payable to the City of Richland in envelope provided and return with Application. Fee amount subject to change from year to year at the discretion of the City of Richland.

## *PAYMENT*

- Send two (2) checks – one for application fee & one for combined registration fees.
- Make checks payable to *Art in the Park for Registration and Application Fee*.
- **CAMPING FEE CHECKS MADE PAYABLE TO THE CITY OF RICHLAND and placed it City of Richland envelope provided.**
- Returned (NSF) checks are subject to a bank charge and an additional administrative fee of \$10.00.

## *CANCELATIONS*

- *Allied Arts Association reserves the right to cancel Art in the Park 2010.*
- Artist must contact Director before July 23, 2010 to cancel.
- No-shows will be disqualified and will not be invited to return to *Art in the Park*.

## *SALES & COMMISSION*

- A sixteen percent (16%) commission will be collected by Allied Arts Association's Finance Staff on all sales before adding Washington States Sales Tax. Primary artists will keep accurate records of all sales and sales commissioned at the show for future delivery, provide these records for accounting purposes and otherwise comply with all *Art in the Park* Finance procedures. Primary and Junior artists (if reporting separately) must record all sales on tally sheets provided by Allied Arts Association.
- Indicate how sales will be reported on Application.
- Artists are responsible for collecting and paying their own Washington State Sales Tax to the Washington State Department of Revenue, identifying Richland as the origination of taxes collected at *Art in the Park*.
- Contact the Department of Revenue at 800-647-7706 or <http://dor.wa.gov/content/doingbusiness/> (click on Temporary or Seasonal Business) to renew or apply for a temporary tax number before application is sent in.

## **ALL ARTISTS MUST CHECK OUT AT FINANCE OFFICE AFTER THE SHOW**

Finance office is in the Education Wing of the Gallery, see map.

## *JURY PROCESS*

- Pictures of product will be given to qualified jury teams of Northwest artists/craftsmen.
- Jurors are anonymous and judge in the categories of their expertise.
- Primary Artists are juried against other artists in their category.
- Artistic quality, originality, variety, strength of designs, richness of imagination, technical skill and craftsmanship are the basis for the impartial jury process.

## *SECURITY/LIABILITY*

- Allied Arts Association does not carry insurance to cover artist's personal property or liability. Primary artist is advised to obtain own insurance as independent contractors.
- City of Richland Police Department patrols Howard Amon Park Thursday and Friday evening and throughout the event.
- Report all security concerns to the City of Richland Police Department station at the entrance to Howard Amon Park and/or to the Director of *Art in the Park*.
- All artists signing the application hereby release Allied Arts Association and the City of Richland from any liability from damage to, or loss of, said artist's property or any personal injury which he/she, associates or assistants may sustain while participating in *Art in the Park*.
- Artists also agree to be solely responsible for any liability they may incur while doing business at *Art in the Park* and assume full responsibility for any and all of said artist's products.

## *DISPLAY*

- Pre-assigned 15' x 15' spaces will be provided in the park area and may vary in location from year to year.
- Primary artists must supply all display materials, materials should be designed to withstand wind and provided shade.
- Electricity is limited and is provided for creative educational demonstrations, and is assigned at the discretion of the Director. Electrical outdoor extension cords must be supplied by artists. Active demonstrations without electricity are encouraged.
- Generators are discouraged. Use common courtesy to others when using generators, fumes spread even outdoors.
- Although smoking is not prohibited in the park it is discouraged. Please be courteous to others.
- Changing spaces after assignment will be dealt with on a case by case basis at the discretion of the Director. Spaces assignment is based on previous attendance and/or early entry. Shade is limited, be prepared for 100 degree temperatures.

## *PARKING/CAMPING*

- Setup – artists may drive slowly and cautiously on grass to unload materials and product.
- All vehicles must exit the park grounds after unloading. Please protect the grounds and trees.
- NO Artist parking in the City of Richland Civic Center, Howard Amon Park parking lot.
- Camping area is located at the North Howard Amon Park Boat Launch; artists must request a camping and parking permit for this area. Space permitting, non-Recreational vehicles will be allowed a vehicle parking permit for this area on a first-come first-serve basis but not allowed to park overnight.
- Trailer Parking Permit for non-recreational trailers with back stock, show hours only, for back stock only.
- Parking is available at the Federal Building, Fran Rish Stadium and Carmichael Middle School. These areas are not solely designated for artists, customers may park here also. Shuttles will transport from these locations, fees apply. (map supplied in acceptance notification)
- All artists will receive a parking permit and all parking/camping permits must be displayed in windshield at all times.
- Failure to comply with parking rules may result in vehicle being towed at owner's expense.

## *RULES FOR PARTICIPATION*

- Primary artists accepted by the jury **must be present** with his/her work for the entire two days of the show. **No agents or substitute family or friends are allowed.** The primary artist must cancel if unable to attend.
- Primary artists may sell only work juried in the category selected by the Primary artist on the Application. Any accepted work that differs in quality or form from that viewed and accepted by the jurors may be disqualified by the Director.
- Any associate contributing in any way to the creation of the art to be sold and who is physically present at the show must be named as an Associate on the Application. This includes spouses, partners, friends and children over 18.
- Associates contributing to the creation of the product must submit an application fee and discounted registration fee, the associate will be juried with the Primary Artist. (see FEES).
- Assistants must be named but not formally registered. They cannot be an artist/ partner in your business/art/craft, listed on your sales tax license or registered before in you space as an artist. Any breach of this trust will jeopardize our legal requirements and artist's acceptance.
- Spaces may be shared by Primary Artists as long as each Primary Artist has applied separately on their own application and indicated on each others applications of intent to share a space.

- Primary artists sharing a space and selling different products must apply separately and be juried separately. Indicate on application.
- An Associate creating work with a Primary Artist will be juried together and assigned one space.
- No price mark-downs will be allowed. Primary artist/associate may bargain with a customer on an individual piece of work.
- Pets are not allowed on the show site for any reason. Registered dogs for blind or hearing impaired are the only exception; the Director must be informed of their presence.
- A pet in the camping area is discouraged.
- Artists who do not contact the Director before July 23, 2010 of cancelation will be disqualified and not invited to return.
- The official *Art in the Park Show* is limited to Howard Amon Park area, as defined by the show map. It should be understood that artists accepted in the show will not occupy space, either themselves or partners in other Tri-City locations on the same weekend.
- Thursday and Friday all artists must exit Howard Amon Park by 10 pm. Saturday all artists must exit with all product, materials and vehicles by midnight.
- Artists have access to Howard Amon Park before and after the show each day to load/unload or restock.
- No vehicles will be allowed to enter Howard Amon Park via main or side entrances during show hours.
- Artists selling large products that require a customer to bring vehicle through main entrance on Lee Blvd. will be given a Large Item Pick Up Pass good for one pass through gate. If possible, notify Director when these passes are given to customers.
- Primary artists and associates must abide by all rules and guidelines of the Prospectus and Finance Rules in order to participate and remain in good standing with *Art in the Park*.

**The *Art in the Park* Director has the authority to resolve any disputes regarding these rules and the right to refuse artist participation.**

### ***ENTRY INSTRUCTIONS***

**Please read carefully as some instructions have changed.**

- Take seven (7) digital pictures of your artwork and one (1) of your booth. Supply (8) photos for each category you are entering. (limit 2 categories).

**PHOTOS MAY BE SUBMITTED BY CD ONLY.  
NO SLIDES OR PRINTED PICTURES WILL BE ACCEPTED.**

- Download (burn) the pictures onto a CD in a JPEG format (maximum size 500KB each)
- CD's will not be returned unless requested. CD's will be archived for 3 years.
- Include a CD sized stamped self-addressed envelope with postage CD if return of CD is requested.
- **Return the following for participation:**
  - ~Completed application form
  - ~Check or money order made out to *Art in the Park 2010* for Application Fee
  - ~Check or money order made out to *Art in the Park 2010* for Registration Fee
  - ~Check or money order made out to *City of Richland* for Camping Fee & placed in envelope provided.
  - ~CD with digital photos for each category entering and stamped self-addressed envelope if return of CD is requested
- Send to:
  - Allied Arts Association Art in the Park
  - 89 Lee Blvd.
  - Richland, WA 99352.

**If you have questions regarding this process, contact**

**Jennifer Hickman, Director**

**Phone: 509-460-6701**

**Email: [artinthepark@alliedartsrichland.org](mailto:artinthepark@alliedartsrichland.org)**

## **CATEGORIES**

Artists may apply in **two** of the following categories, and Allied Arts Association reserves the right to determine if submitted applications qualify for acceptance and fit into any of the following categories.

**Clay** - Functional or non functional. Hand thrown. No ceramics finished from greenware or molds allowed.

**Fiber** - Original design and handmade weaving, basket & wheat weaving, clothing, hats, quilting, hand painted or tie dyed materials (no stenciling), woven wall hangings, etc.

**Hard Sculpture** - Sculpture or creation with any hard material, metal, glass, leather, wax, candles, miniatures (wood, clay, or dough), stained glass, etc.

**Jewelry** - Silver or gold, porcelain, paper, semi-precious, beads, plastic, clay, etc. No commercial casts.

**Assorted Media** - Porcelain dolls, flower arrangements (silk, paper, dried, or freeze dried), calligraphy, soap, stamps, or any other media that does not fit into another category. Do not combine categories into this.

**Music** - All music must be composed, copyrighted and completed by the applying artist, and all tapes, CD's, etc. must be recorded by the artist under his/her personal label and distributed and controlled by the artist. No commercial agent/distributed music is allowed. CD's should be enclosed with application and with photo of display.

**Two-Dimensional** - Oil, watercolor, acrylic, pencil, charcoal, pen & ink, crayon, pastel, collage, or any combination used on canvas, paper, etc. Prints of original works by the artist must be commissioned by said artist, and sold only by the creating artist, original works must be offered, prints only are not allowed.

**Photography** - Any photography or combination with photography. All photographs must be taken by the applying artist, and printed by said artist.

**Soft Sculpture** - Original design and completely handmade stuffed animals, soft dolls, scarves, windsocks, kites, lampshades, and other items created from soft material.

**Decorative Wood** - Tole, painted, decorated, rough wood, toys, country signs, etc.

**Fine Wood** - Furniture, marquetry, intarsia, kitchen items, etc. Wood or combination with wood that uses grain, oiled or stained.

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Number	Date Rec.	Check #	Bank	Cargo Trailer #	ON Park #	Space #

DO NOT WRITE ABOVE

*Allied Arts Association Art in the Park*  
2010 Artist Application

Primary Artist \_\_\_\_\_ Phone \_\_\_\_\_  
Last First MI

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Company Name \_\_\_\_\_ Washington Sales Tax # \_\_\_\_\_

**Categories** (Circle Maximum of 2 Categories) (Explanation of categories in Prospectus)

1. CLAY    2. FIBER    3. HARD SCULPTURE    4. JEWELRY    5. MIXED MEDIA  
 6. MUSIC    7. TWO-DIMENSIONAL    8. PHOTOGRAPHY  
 9. SOFT SCULPTURE    10. WOOD-DECORATIVE    11. WOOD-FINE

Description of all items: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Generally list items to be sold: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Two word description of your Art: (added to Program) \_\_\_\_\_

Price Range: \_\_\_\_\_ Average Sale: \_\_\_\_\_

Assistants Names: \_\_\_\_\_

Participant in 2009?    Yes    No                      If yes, did you like your location?    Yes    No  
 Active demonstration during show?    Yes    No                      Electricity?    Yes    No

VEHICLE LICENSE #/STATE \_\_\_\_\_

Over Night RV Parking    Yes    No    RV License #/State \_\_\_\_\_  
(see Parking/Camping)

Cargo Trailer Parking Permit    Yes    No    Trailer License #/State \_\_\_\_\_  
(see Parking/Camping)

Staying In Hotel?    Yes    No    If yes, which one? \_\_\_\_\_

**ASSOCIATE INFORMATION:**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
(If same as primary artist print SAME AS ABOVE)



SIGN AT CHECK IN - JULY 22 OR 23, 2010