

**HARFORD DAY ARTS FESTIVAL – 2013
APPLICATION & AGREEMENT**

Name: _____

Company (as you wish to be listed): _____

Address: _____

Phone: _____ E-Mail: _____

Website: _____

Description of Work: _____

Recent Shows/References: _____

Booth Request: (width x depth)

9' x 6' (\$125) _____ 8' x 10' (\$150) _____ 10' x 10' (\$180) _____

Corner (+ \$50) _____ Electricity (\$25 for each 300 watts) _____

6-ft. tables (\$10 each) _____

BOOTH FEE \$ _____ + \$25 JURY FEE = _____ (TOTAL)

Please enclose a check for your booth fee, payable to *Harford Day School*. We will cash your check once you are accepted by the jury. If you are not accepted by the jury, or if you withdraw your application on or before June 1, 2013, we will return your check to you. Please enclose a separate check for \$25 for the jury fee. **All applicants are required to submit a jury fee.**

IMAGES (3 Photographs or digital images of recent work, 1 image of booth)

Description of Work	Retail Price
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

☐ **No, the enclosed images may not be used for show promotion and publicity.**

This application is a contract to participate in the show. Additional show details will be mailed to you once booth assignments are made.

Exhibitor, his agents and/or employees, hereby expressly releases Harford Day School, the Alumni and Parent Associations, their agents and/or employees of any and all liability for damage, injury or loss to any person or goods from any cause whatsoever and further agrees to indemnify the management against any and all claims for damage, injury, or loss arising out of or in connection with the use of the space or grounds in this show or the display and/or sale of any merchandise by him.

SIGNED: _____ DATE: _____

Harford Day School
715 Moores Mill Road
Bel Air, Maryland 21014
410-207-1281 - www.harfordday.org



2013 ARTIST APPLICATION DEADLINE: MAY 1, 2013

ARTIST APPLICATION
DEADLINE MAY 1, 2013



A JURIED EXHIBIT & SALE
FINE ARTS AND AMERICAN HAND CRAFTS

NOVEMBER 1-2, 2013

HARFORD DAY SCHOOL
BEL AIR, MARYLAND

FRIDAY NIGHT: GALA PREVIEW PARTY
SATURDAY: SHOW OPEN TO THE PUBLIC
(FREE ADMISSION)

HARFORD DAY SCHOOL ARTS FESTIVAL

SHOW DATE: NOVEMBER 1-2, 2013

APPLICATION DEADLINE: MAY 1, 2013

LOCATION

HARFORD DAY SCHOOL
715 MOORES MILL ROAD
BEL AIR, MD 21014

SHOW HOURS

FRIDAY.....6:30 PM - CLOSING
SATURDAY...9:00 AM - 5:00 PM

HISTORY & HIGHLIGHTS

The Harford Day community enthusiastically welcomed the school's first arts festival in November of 2002, with 50 artists from nine states exhibiting and selling their work to an appreciative audience. Arts Festival weekend included a gala Preview Party on Friday evening and the show itself during the day on Saturday. With support of Harford Day parents, alumni, and friends, as well as the general public, the show was a great success in its first year.

There have been ten subsequent Arts Festivals, each building on the success of previous years. And, each show has been highlighted by a sold-out Preview Party that draws more than 300 people. Artists display their work at the show which is open to the general public on Saturday. The school community and the Arts Festival Committee are anticipating another great show in 2013.

GUIDELINES

All work must be original, presented by the creator and executed by hand or with appropriate tools. **Participants must exhibit the type of work shown in their submitted images.** The Director of the Arts Festival retains the right to ask the artist to remove works from booths which are inconsistent with the work in the application. Accepted work includes fine art, high quality fine crafts, limited edition prints (must be signed and numbered), and photography. Dried or pressed flower arrangements, objects made from kits or molds, and food are not acceptable.

DATES TO NOTE

MAY 1	APPLICATION MUST BE POSTMARKED
MAY 31	APPLICANTS NOTIFIED OF JURY DECISIONS
JUNE 1	LAST DATE FOR ARTIST WITHDRAWAL WITH BOOTH FEE REFUND
NOV 1	SET UP AND PREVIEW PARTY (FRIDAY)
NOV 2	SHOW (SATURDAY ONLY)

BOOTH SPACE

Booth space and location will be assigned by the show committee prior to setup. The use of this space is limited to the artist accepted with the application. Subletting is not permitted.

Booth sizes are listed below. The show is entirely indoors. Tables will be available; no backdrops or dividers will be provided. Booth design must be professional looking and securely constructed. Displays are limited to the specified booth area. Tables must be skirted, and no storage may be visible. Show management reserves the right to remove any display materials which are inappropriate.

BOOTH SIZES (width x depth)

9 ft. x 6 ft. (\$125), 8ft. x 10 ft. (\$150), 10 ft. x 10 ft. (\$180)

Corner Location: add \$50 (limited; assigned by application postmark)

SETUP AND BREAKDOWN

Set-up: Friday, 10:00 AM - 3:00 PM

Breakdown: Saturday, 5:00 PM

ELECTRICITY

Electricity will be available to each booth and must be pre-ordered (\$25 for each 300 watts; please indicate your electrical needs on your application.)

FOR INFORMATION

If you have questions or need more information, please call or e-mail the school's Office of Advancement or check the school's web site.
Phone: **410-207-1281** • E-mail: **SusieOursler@harforddday.org**
Web: **www.harforddday.org**

LIABILITY / SECURITY

A security guard will be on location from the time that the show closes on Friday evening until its opening on Saturday morning.

The Harford Day Arts Festival or Harford Day School will not be responsible for any loss or damage. Submission of an application is acknowledgment of the conditions stated.

APPLICATION AND FEES

Fill out the application form (on reverse) and mail it with four color photographs or digital media on a CD, a non-refundable \$25 jury fee, and a check for booth and electric fees. Slides are no longer accepted by the jury. **All applicants for the 2013 show must be juried even if they have participated in the past.** Mail it to Harford Day School Office of Advancement, Attn: Susie Oursler, 715 Moores Mill Road, Bel Air, MD 21014. Checks should be made payable to Harford Day School.

Acceptance: Jury decisions will be mailed on or before May 31, 2013.

PHOTOGRAPHS/COMPACT DISCS

Please submit four photographs or compact discs containing: three images representing work created in the past two years and one image of a recent booth display (work displayed at the show must be consistent with images submitted). Provide a brief description of each image on the application. Label each photograph or CD with your name and the medium used. All images of unaccepted entries will be returned at that time. Images of accepted work will be returned at the conclusion of the show. *(Slides are no longer accepted by the jury.)*

REFUND POLICY

Submission of an application is a commitment to participate in the show. No refunds will be given after June 1, 2013. We will return the booth fee if the show is canceled.

CHECK LIST

- ☐ COMPLETE AND SIGN THE APPLICATION FORM.
- ☐ ENCLOSE A \$25 JURY FEE CHECK (NON-REFUNDABLE), PAYABLE TO HARFORD DAY SCHOOL.
- ☐ ENCLOSE A SEPARATE CHECK FOR BOOTH SPACE AND ELECTRICITY FEES, PAYABLE TO HARFORD DAY SCHOOL.
- ☐ ENCLOSE FOUR PHOTOGRAPHS OR IMAGES ON CD. LABEL ALL IMAGES. DO NOT SEND SLIDES.
- ☐ ENCLOSE A SASE WITH SUFFICIENT POSTAGE FOR IMAGE RETURN, IF DESIRED.