

## PROSPECTUS: 2022 Outdoor Autumn Arts Festival

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 2022 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

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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 and beyond. The Center supports emerging and professional artists in the tri-state area and throughout New England by organizing exhibits at **Spectrum Gallery**, festivals and offering classes and workshops for teens and adults. The Arts Center is located at 276 N. Parker Hill Road, Killingworth, CT 06419. Phone:(860) 663-5593. Spectrum Gallery is located at 61 Main St., Centerbrook CT 06409. Phone:(860) 767-0742 [spectrumartgallery.org](http://spectrumartgallery.org) & [spectrumanytime.com](http://spectrumanytime.com).

### Ways to Participate

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- 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) **For Artisans Only:** Submit work for consideration for sale in the Store at **Spectrum Gallery**, 61 Main St., Centerbrook, CT. We are *always* interested in new relationships with artisans for our Store! At this time, we cannot accept festival fine artists into the Gallery, however, if you are a fine artist interested in Gallery submissions, please see our future gallery exhibit schedule online at [www.spectrumartgallery.org](http://www.spectrumartgallery.org).

### Outdoor Summer Arts Festival

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| <b>Dates, Times, Location</b> | Sat, October 8 (10-5pm); Sun, October 9 (12-5pm); Rain Date Mon, October 10 (10-5pm)<br>Madison Town Green, Boston Post Road (Route 1) and Copse Road, Madison CT   |
| <b>Submission Process</b>     | <b>To ensure a variety of work at the Festival, there is a maximum of 75 Exhibitors, limited by medium.</b> Email jpegs and a 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 JPEGS, 300dpi, 500KB-2MB) Must Include Title, Materials used and Size under each jpeg.</b> In the subject line of the email please note: <b>Submissions for Autumn Arts Festival</b><br><br><b>ARTIST BIOGRAPHY. Maximum 300 words. Needs to be written in the 3<sup>rd</sup> person.</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.</b>  |
| <b>Participation Fee</b>      | <b>\$90 fee for an Individual 10x10 Tent Space Supplied by Artist; \$135 fee for an Individual Shared 10x10 Tent Space (No more than two artists per tent supplied by Artist)</b><br><br><b>The Arts Center can Supply 3 Large Group Tents, with 8 booth spots underneath each one, so we have a maximum of 24 spots. As a result, there is a \$120 fee for a 10x10 Space Under a Large Group Tent and \$180 fee for a Shared 10x10 Space Under a Large Group Tent (No more than two artists in a shared space) under a large tent.</b><br><br><b>After Festival participation is confirmed via email, Artists will receive a Registration Form to be returned with Participation Fee within 2 weeks.</b> |
| <b>Registration Deadline</b>  | <b>Festival registration deadline is Tuesday, September 27, 2022. Space is limited, so register early to reserve space and to be included in Festival promotional materials.</b>  |

<b>Festival Art Selling Procedure</b>	<p>The Arts Center handles all processing of sales during the Outdoor Arts Festival at the Arts Center “Buying Tent”. Guests “shop around” through exhibits and collect Purchase Cards from Artists. Each artist is given 20 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 the 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, give the stamped yellow copy of the purchase card to the Artist and keep the cash register receipt for their records.</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, Discover) made payable to the Arts Center Killingworth.</p>
<b>Sales Tax</b>	<p><b>Connecticut sales tax is not added by the 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 will issue a check payment to artists for work sold at the Arts Festival (less commission and sales tax) on or before October 24, 2022.</p>
<b>Artist Parking</b>	<p>Artists park in designated parking areas on the Madison Green. Artists must move cars to the parking areas 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 in the designated parking areas provided at all other times.</p>
<b>Festival Tent Setup</b>	<p>Exhibitors are informed of their 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 registered to use their own individual tents (10”x10” max) must supply tents, tent stakes, tables, chairs, easels, display stands. <b>Artists must have a tent to exhibit or they will be asked to leave the Green. Tents must be hosted by Artist or Artist’s representative during the 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 at the risk of the artist. <b>Arts Center is not responsible for any damage or theft of items remaining overnight on the Green. 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’s website, postcards, social media promotions, online calendars and newspaper placements.</p>

## Spectrum Gallery

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<b>Store Submissions</b>	<b>Spectrum Gallery-</b> Artisans can submit artwork for consideration of sale in the Gallery Store.
<b>About Spectrum Gallery and Store</b>	<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, open house weekends and guest artist demos and workshops. Spectrum Gallery is free and open Wednesday-Saturday (12-6pm) and Sunday (12-5pm).  Spectrum also offers artists online selling opportunities on its site <b>Spectrum Anytime:</b> <a href="http://www.spectrumanytime.com">www.spectrumanytime.com</a>
<b>Location</b>	Spectrum Gallery and Store, 61 Main Street, Centerbrook, CT 06409
<b>Submission Process</b>	Accepted artisans will receive a <b>Store Consignment Agreement, Inventory Sheets and ID slips to be attached to each item. Paperwork is to be filled out and then brought to Spectrum Gallery. Schedule drop-off dates and times with the Gallery Director.</b>  <b>NOTE: Submission does not guarantee store inclusion.</b>  Artisans must submit online 3-4 high-resolution images of artwork (300 dpi+ JPEGs) for review. Please send submissions to <a href="mailto:barbara@spectrumartgallery.org">barbara@spectrumartgallery.org</a> <b>In the email Subject Line note: Submissions for Spectrum Gallery Store</b> Submissions must include Title, Materials used, Size and Price Range (to be discussed).
<b>Submission Materials</b>	<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.  <b>All submitted artwork must be original and if selected be “for sale” exclusively at Spectrum Gallery.</b>
<b>Store Commissions</b>	<b>Store commission is 40% before Connecticut sales tax.</b>  Artwork selected for the Spectrum Gallery Artisans Store must be delivered ready to display. Spectrum Gallery reserves the right to refuse any work considered unsuitable for 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.
<b>Removal of Artwork</b>	Specific pick-up dates for artwork for sale in the store and online will be provided on request per artisan. 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 agreed upon Removal Dates. Packing/shipping charges, insurance while artwork is in transit if shipped, 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. Spectrum Gallery is responsible for the transportation of artwork to purchasers.
<b>Gallery Show Marketing</b>	Marketing opportunities for Artists include placement on the Spectrum Gallery website, Gallery Show/Festival postcards, social media promotions, online calendars and newspaper placements. <b>Questions? Call (860) 663-5593 or email <a href="mailto:barbara@spectrumartgallery.org">barbara@spectrumartgallery.org</a></b>