

## PROSPECTUS: 2025 Outdoor Summer Arts Festival in Essex, CT

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 2025 Essex Town Green Outdoor Summer Arts Festival. Open to visual artists working in oil, acrylic, watercolor, photography, pencil and charcoal, paper, mixed media, fabric, glass, wood, stone and clay.

### Summer 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 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. 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

- 1) Exhibit at the two-day **Outdoor Summer Arts Festival** on the Essex Town Green, Essex, 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

<b>Dates, Times, Location</b>	Sat, June 14 (10-5pm); Sun, June 15 (11-5pm) Essex Town Green, 12 Main Street, Essex CT
<b>Submission Process</b>	To ensure a variety of work at the Festival, there is a maximum of 40 Exhibitors, limited by medium. 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, 1-2MBs) Must Include Title, Materials used and Size for each jpeg. In the subject line of the email please note: Submissions for Summer Arts Festival</b> <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 artists for resubmission.</b>
<b>Participation Fee</b>	<b>\$90 Participation Fee</b> for Exhibitors showing at the Outdoor Summer Arts Festival both days of the Festival Weekend. <b>Group Rate:</b> Maximum 2 artists per tent. Fee for two artists sharing a tent space is \$135. Artist Members of the Arts Center can deduct \$10 from their registration fee. One \$10 discount per shared tent. Artist Membership annual fee is \$45. To view other benefits of membership visit: <a href="http://www.spectrumartgallery.org/become-a-member">www.spectrumartgallery.org/become-a-member</a> <b>After Festival participation is confirmed via email, Artists will receive a Registration Form which should be returned with Participation Fee within two weeks to:</b> Arts Center Killingworth, 276 North Parker Hill Road, Killingworth, CT 06419.
<b>Registration Deadline</b>	<b>Outdoor Summer Arts Festival registration deadline is Wednesday, June 4, 2025. Space on the green is limited, so register as early as possible to reserve space and to be included in</b>

**Festival pr materials and email announcements.**

**Festival Art Selling Procedure**

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 18 purchase slips at the beginning of the Festival. **Each Artist is responsible to note their own name, product sold, cost, and customer's name and contact information on each Purchase Card.** 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.

Buyers bring their Purchase Cards to the Arts Center's Buying Tent when ready to pay for purchases. **Sales tax is added at the Buying Tent.** Purchase Cards are stamped PAID 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.

**Stamped yellow copy of Purchase Card is kept by Artist as proof of sale.**

**Festival Purchase Methods**

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.

**Sales Tax**

**Connecticut sales tax is not added by the Artists.** The Arts Center collects sales tax from buyers at the Buying Tent to remit to the State of Connecticut. **Therefore, artists do not need a Connecticut sales tax registration number to participate in the Festival.**

**Commission**

**Arts Center Killingworth retains a 20% commission on the full sale price (before state sales tax) of all artworks sold during the Arts Festival Weekend.**

**Payments to Artists**

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 July 1, 2025.

**Artist Parking**

Artists can park their vehicles near the Town Green to unload. After unloading, each artist must move their vehicle to street parking or the Essex Town Hall at 29 West Avenue, Essex, CT 06426 for free parking. Artists will need to walk back to the Town Green (less than a 10 minute walk).

**Festival Tent Setup**

Exhibitors are informed of Essex Green tent site locations the week of the Arts Festival by email. On Saturday, tent setup begins at 7:30am and must be completed by 9am. Artists have one hour between 9-10am to move their vehicles to the street or the Essex Town Hall parking lot and return to the Green. On Sunday, tent setup begins at 9:00am and must be completed by 10:00am. Artists have one hour between 10:00-11:00am to move their vehicles to the street or Essex Town Hall and return to the Green.

Artists supply and set up their own tents (10"x10" max) tables, chairs, easels, display stands. **As per request of the Essex Town Hall, stakes are not allowed to be used on the Green, but all tents must be weighted by other means (sand bags, filled milk jugs, etc.) NO EXCEPTIONS.** 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 the entire Festival weekend.

Arts Center Representatives walk through the Festival on Saturday to check tent setups.

**Security**

**Arts Center Killingworth is not responsible for theft or damage to artist's work during the Festival weekend.** Tents (without artwork), racks, easels, tables and chairs may remain on the Green overnight at the risk of the artist. **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 11:00am on Sunday.**

**Festival Marketing** Marketing opportunities for Artists include placement on the Arts Center Killingworth’s website, postcards, social media promotions, online calendars and newspaper placements.

**Festival Break Down** Artists may begin breaking down their tents at 5pm on Sunday. Artists may retrieve their cars from the street or Essex Town Hall and park in the adjacent parking lot closer to the Town Green to load.

## Spectrum Gallery

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**Store Submissions** **Spectrum Gallery** -Artisans can submit artwork for consideration of sale to the Gallery Store.

**About Spectrum Gallery and Store** **Spectrum Gallery** is an expansion of the **Arts Center Killingworth**, 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 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 **Spectrum Anytime:** [www.spectrumanytime.com](http://www.spectrumanytime.com)

**Location** Spectrum Gallery and Store, 61 Main Street, Centerbrook, CT 06409

**Submission Process** Accepted artisans will receive a **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.**

**NOTE: Submission does not guarantee store inclusion.**

Artisans must submit online 3-4 high-resolution jpgs (1-2MBs) of artwork for review. Please send submissions to [barbara@spectrumartgallery.org](mailto:barbara@spectrumartgallery.org)

**In the email Subject Line note: Submissions for Spectrum Gallery Store.** Submissions must include Title, Materials used, Size and Price Range (to be discussed).

**Submission Materials** **Artisan Store:** Artists should submit images that provide an overview of the pieces in their line. If selected, the number of pieces to be displayed is dependent on size of works and space available in the Store. Once participation in the Gallery Store is confirmed, the kinds and number of pieces to be included will be determined.

**All submitted artwork must be original and if selected be “for sale” exclusively at Spectrum Gallery.**

**Store Commissions** **Store commission is 40% before Connecticut sales tax.**

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.

**Removal of Artwork** Specific pick-up dates for artwork for sale in the store and online will be provided on request.

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.

**Gallery Show  
Marketing**

Marketing opportunities for Artists include placement on the Spectrum Gallery website, Gallery Show/Festival postcards, social media promotions, online calendars and newspaper placements.

**Questions? Email [barbara@spectrumartgallery.org](mailto:barbara@spectrumartgallery.org)**