

# Enter now to participate in the 41<sup>st</sup> Annual Octagon Art Festival!

Main Street Cultural District in Downtown Ames, Iowa

Sunday, September 25, 2011 10 am – 5 pm



Artist Entry Deadline: **June 15, 2011**

## Artist Comments from previous Octagon festivals

“We’ve been doing this show since 1975, and it is our favorite! Keep up the great work!” - JK Creative Wood

“Please continue with the excellent advertising! Loved the TV commercial!” - Uniquely Yours metal sculpture

“I had my best one day sales ever! Continue your great promoting efforts.” - Quiet Places Photography



## THE FESTIVAL

We hope you are able to join us for the 41<sup>st</sup> Annual Octagon Art Festival. Visual arts, children’s art areas and performing arts form the foundation of the Octagon Art Festival. **More than 14,000 people attend our festival.** You will be in good company with more than 100 artists from all over the Midwest who sell and display high-quality original artwork in a wide variety of media. The festival is held outdoors on pavement, rain or shine, in the Main Street Cultural District in downtown Ames.

## THE OCTAGON

The mission of the Octagon Center for the Arts is to serve as an influential regional center for the arts, deliver important exhibits, offer comprehensive art education programs and provide a retail outlets for artists. The Octagon offers dynamic programming that includes challenging visual exhibits and memorable public programs, while enriching the lives of central Iowans.

## ELIGIBILITY

Artists at least 18 years of age may apply to exhibit original work in fine art or fine craft. Work created with use of commercial kits, molds, patterns or pre-fabricated forms will **not** be allowed.

## BOOTH SPACE and INSURANCE

Each accepted exhibitor will be allotted a **12’ X 10’** space with 2 feet of open space between adjacent tents. Artists must provide their own display units, tents, tables and chairs. It is the exhibitor’s responsibility to carry the necessary insurance to protect against any losses and/or damages to property that may result from participation in the festival. The Octagon Art Festival will not be responsible for injuries or damage to work and or displays due to weather or unrelated incidents. Octagon staff members have the authority to adjust booths for visual or safety reasons. All booth space requests will be honored if possible on a first submit, first assigned basis. Requests cannot be guaranteed. Pre-approved artists, selected by the previous festival jurors, have first choice of booth locations.

## BOOTH AWARDS

A panel of professional artists will serve as jurors and will perform an on-site judging for cash purchase awards on the day of the festival between 10 am - 2 pm. **Three Honorable Mentions** (\$100 each) and one **Best of Show** (\$150) will be presented to the winning artists at 2 pm.





## HOW TO APPLY

Artists are required to submit a non-refundable \$15 jury fee. Octagon members receive a booth discount. Please view attached entry form for further details. Both the booth fee and the jury fee must be paid in advance of the jurying process. If the artist is not accepted, the booth fee will be returned. Under no circumstances will the jury fee be returned to any artist. Mail completed entry form, artwork images, any optional biographical information (used for festival promotion) and payment by **June 15**.

## IMAGE SUBMISSION

**Submission of digital images by email is mandatory.** Applicants must email a total of 5 images: 4 of artwork and 1 of booth setup to [info@octagonarts.org](mailto:info@octagonarts.org). Please label subject line as **Festival Jury Entry**. Images must be saved as a JPEG or TIFF format with resolution of 300dpi or higher with **maximum image size of 1 MB**. Each image file **MUST** be titled with last name, first name. image#(1-4).media. Example: **Smith, Jane.#1glass.jpg** The images must proportionately represent works that will be exhibited in your booth. For example, if your display includes both ceramics and jewelry, please submit two ceramic images and two jewelry images. A jury of professional artists will make the final selection of festival participants by viewing the submitted images, so it is important to send high-quality and clear images.



## SALES PROCEDURES

All works on display must be for sale. No commission will be taken by the Octagon. An Iowa Sales Tax Number is required by the State of Iowa, and it is the responsibility of each exhibitor to notify the Octagon of this number. A one-day temporary permit will be available for artists without an Iowa Sales Tax Number for those who reside outside the state of Iowa. Exhibitors are responsible for collection and payment of the 7% City of Ames/Iowa Sales Tax.

## CANCELLATION

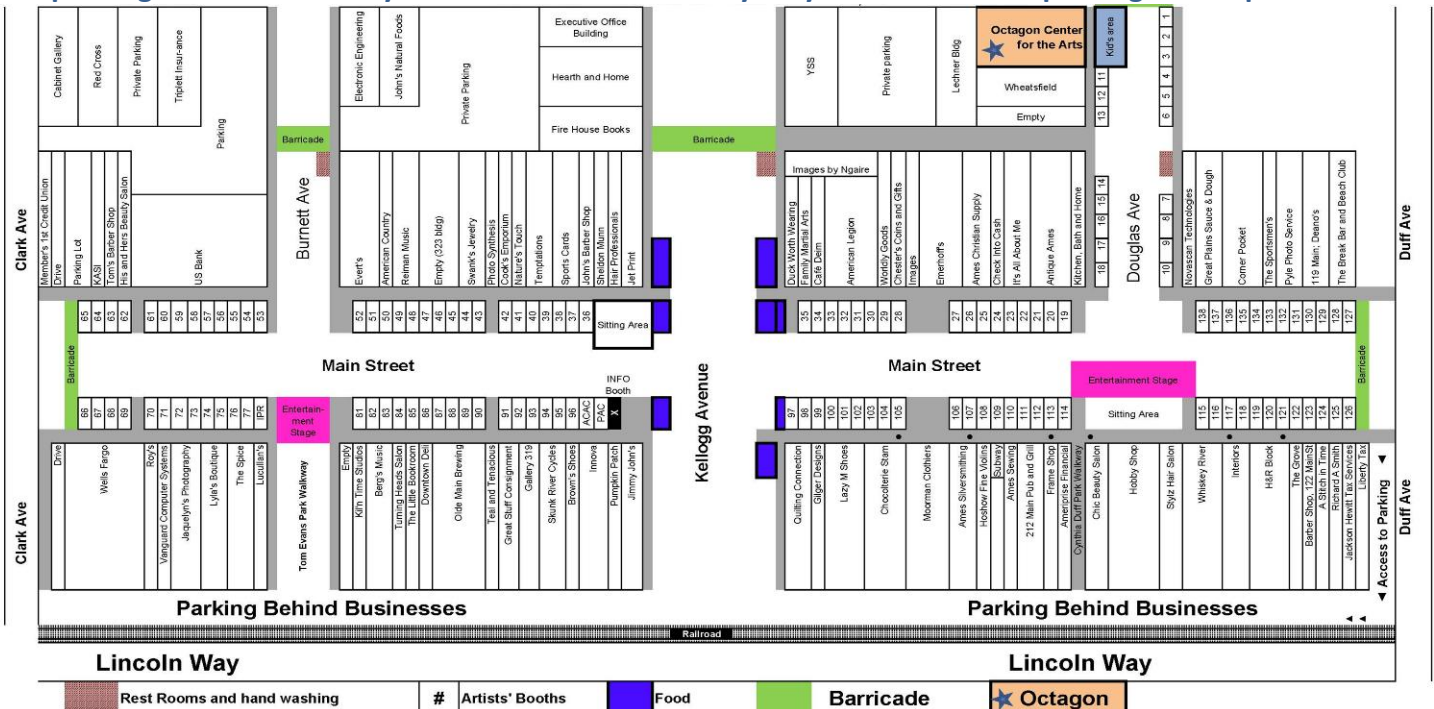
Submission of an application indicates a commitment to participate in the Octagon Art Festival. Artists withdrawing from the show are subject to a \$30 cancellation fee. **Absolutely no refunds after August 15, 2011.**

## CALENDAR & DEADLINES

**Artist entry deadline .....June 15, 2011** Entries received after June 15 must include \$25 late fee.  
**Jury results emailed to artists.....July 10, 2011**  
**Artist packets mailed to artists.....August 1, 2011**  
**Cancellation refunds denied.....August 15, 2011**  
**Octagon Art Festival in Ames.....Sunday, September 25, 2011**



Map Octagon art festival. Layout of booth numbers may vary a bit as we are updating the map for festival.



**OCTAGON ART FESTIVAL ENTRY FORM: TO BE JURIED**  
Please fill out form and mail in printed form with check.

*\*We highly recommend that you keep a copy of the completed form for your records*

Artist First Name \_\_\_\_\_

Artist Last Name \_\_\_\_\_

Business Name \_\_\_\_\_

Website address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

E-mail \_\_\_\_\_

MANDATORY FOR FESTIVAL INFORMATION & UPDATES

Iowa Sales Tax Number \_\_\_\_\_

**Yes, I need a temporary permit for day of festival**  
(A temporary one-day tax permit will be distributed to you day of festival)

Check the categories that best describes your work:

- |                                    |                                      |                                      |
|------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Book arts | <input type="checkbox"/> Glass       | <input type="checkbox"/> Painting    |
| <input type="checkbox"/> Clay      | <input type="checkbox"/> Jewelry     | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Drawing   | <input type="checkbox"/> Metal       | <input type="checkbox"/> Sculpture   |
| <input type="checkbox"/> Fiber     | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Wood        |
|                                    |                                      | <input type="checkbox"/> Other       |

**Short Description of Artwork (20 word limit):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Octagon Art Festival 2011 Agreement and Liability Insurance Waiver**

I have read and agree to abide by all the festival rules and regulations provided to me during the course of the Octagon Art Festival. I hereby agree to waive all causes of action and agree to hold harmless the Octagon Center for the Arts, the city of Ames and the Ames Main Street Cultural District, sponsoring organizations and all their representatives for any and all losses, damages, and injuries that may arise from my participation in the Octagon Art Festival on Sunday, September 25, 2011. I represent that all works displayed and sold by me during the Octagon Art Festival are my own work and that all submitted images accurately represent my work. I represent that I own the rights to the submitted images and grant the Octagon unfettered permission to use submitted images in promotional material for the Octagon Art Festival. **By signing below, you accept the above terms and conditions.**

\_\_\_\_\_  
Artist Signature

\_\_\_\_\_  
Date

**BOOTH SPACE PREFERENCE**

- Sunny side of street
- Shady side of street
- Special request for booth assignment (*physical accessibility, placed beside another artist, etc.*)
- I plan to demonstrate while exhibiting.
- YES, I will kindly donate an item to the Octagon auction fundraiser to benefit art programming at the Octagon. A volunteer will stop by your booth the day of festival to collect item. **The Octagon will provide you with a booth sign acknowledging your donated item to support the art programming at the Octagon!**

**EXHIBITOR'S FEE: booth fees refunded if not selected by jury**

- \$15 jury fee (*separate check please*)
- \$100 exhibitor's fee for 1 booth
- \$185 exhibitor's fee for 2 booths
- \$85 member rate for 1 booth
- \$160 member rate for 2 booths
- \$30 corner booth fee (limited number available, first submitted, first assigned). *Your booth will not be sandwiched between 2 booths. Only one booth adjacent to your booth.*
- Yes! I would like to become an Octagon member for \$25 and receive the special member booth rate.
- \$15 electricity fee (if applicable)
- \$25 late fee if entry form is postmarked after **June 14**

\$ \_\_\_\_\_ **Total amount of booth fee (filled in by artist)**  
*\*make checks payable to The Octagon*

- YES, I have emailed 5 digital images; 4 of artwork and 1 image of booth setup. **MAKE SURE TO LABEL IMAGES AS SPECIFIED or entry will NOT be valid.**

Example: **Smith, Jane.#1glass.jpg.**

Email images to [info@octagonarts.org](mailto:info@octagonarts.org).

Please title subject line as "Festival Jury Entry."

**Mail completed entry form and any optional biographical information with payment by June 15.**

**Octagon Center for the Arts 427 Douglas Avenue Ames, IA 50010 515.232.5331 [www.octagonarts.org](http://www.octagonarts.org)**

**QUESTIONS?** Contact the festival coordinator at [director@octagonarts.org](mailto:director@octagonarts.org) or call 515.232.5331.