



GABRIOLA ARTS COUNCIL

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PO Box 387 | Gabriola Island, BC | V0R 1X0

Received at GAC: _____ by _____
(Date) (Receiver)

Thanksgiving Studio Tour 2020 | October 10-11-12, 2020

Registration Form

REGISTRATION DEADLINE: Dec 12, 2019 at 5:00 pm

Guidelines for Artists

Our intention is to support artists to have meaningful and enjoyable contact with those on the Tour, to showcase and sell their work, and inspire a sense of community among island artists. The Thanksgiving Studio Tour is for full-time resident artists on Gabriola, Mudge, Link, De Courcy, or Valdes Island.

Types of Participation

All visual artists and artisans who are permanent residents of Gabriola Island and members of the Gabriola Arts Council may participate in the Studio Tour. There are two forms of participation:

PRIMARY STUDIO: if you are displaying and demonstrating your work from your own home or studio, you are a Primary Studio. Artists creating work together (artist partnerships) can be listed under the same studio, and pay one fee. Each artist must have a current GAC membership.

GUEST ARTIST: if you display your work at the home or studio of a registered Primary Studio, you are a Guest Artist. Your Studio number will be the same as that of your host Primary Studio, your registration fee is the same, and you receive the same size and format listing in the Studio Tour brochure and on the GAC website.

If you are a Primary Studio looking for a Guest Artist or a Guest Artist looking for a Studio, let us know and we will try to facilitate a match. Statistics gathered over several years indicate that studios with guest artists tend to get higher visitor traffic. Consider hosting a guest.

RESTRICTIONS: Only visual artists and artisans who create original, handmade, unique, one-of-a-kind works are permitted to exhibit their work on the Tour. No mass-produced products or consumable goods are permitted. The exception is material that is derived from a work of your own visual art (e.g. notecards, prints, or other reproductions).

Tour Central Gallery Participation

The Tour Central Gallery is a display of work by participating artists designed to give visitors a sample of each artist's work. Artists are strongly encouraged to include a piece of their work in the exhibit. This is one of the best ways to promote your studio to visitors to the Island on Tour weekend. There were nearly 1000 visitors to Tour Central in 2019.

GAC does not take a commission for works sold at the gallery. Your Tour registration fee includes participation in the Tour Central Gallery (\$20 value).

Creative Directory

Studio Tour artists are required to submit information for the directory as this helps visitors to determine which artists they want to visit. Please visit the Directory Registration/Update Form at artsgabriola.ca to create or update your directory listing. The brochure will be out in May. Ideally your listing will be created and/or updated by that time. Your 2020 Creative Directory fee is included in the tour registration fee (\$25 value).

Registration Fees

Tour Registration Fee

The Tour registration fees include a 2020 Creative Directory listing on the GAC website (\$25 value), and participation in the Tour Central Gallery (\$20 value).

PRIMARY STUDIO and GUEST ARTISTS: \$245.00

FIRST-TIME ARTISTS for 15 artists: \$165.00

FIRST-TIME ARTISTS: if you have never participated as an artist in the Thanksgiving Studio Tour, you are eligible for a one-time First-Time Artist reduced fee. A limited number of these reduced-fee spots are available (15). These spots are filled on a first-come, first-served basis. Once these spots are full, first-time artists may register at the regular rate. First-Time Artists may register as either Primary Studio Artists or Guests Artists. **IMPORTANT:** You must apply in person in order to register at the reduced First-Time Artist rate.

Additional Fee: GAC Individual Membership

Participating artists are required to be members of GAC. The membership year runs from 1 January 2020 to 31 December 2020. Unless you are a Member Emeritus or paid for a multi-year membership, this fee is required at registration time. In the case of artist partnerships (artists creating work together), each artist must have a current GAC membership.

GAC 2020 MEMBERSHIP fee: \$15

All fees must be fully paid on or before the registration deadline.

Payment Methods

Please drop payment off in the form of cash or cheque to the Jack Pine Cabin (GAC Office) **by December 12 at 5:00 pm**. Outside of GAC office hours, payments can be deposited in the mail slot to the left of the cabin door.

Brochure Image

Applications must include an image that will be used in the Studio Tour brochure to represent your work. Please read the attached *Brochure Image Submission* instructions carefully.

Application Requirements

Applications will not be accepted after the deadline. Please keep a copy of this application for your records.

Only COMPLETE applications will be accepted. A complete application includes a signed participation agreement, full payment, brochure image, and this application form with ALL questions answered.

2020 TOUR ARTIST REGISTRATION FORM

General Information

Artist Name(s):

Email:

Phone:

Studio Address:

Postal Code:

Studio Phone (if different from above):

Website: www.

Social Media handle (facebook/Instagram/Twitter): @ _____

I want this information included in the brochure: Phone number Studio phone number Email
 Social media Website

I am registering as a: Primary Studio Guest Artist

Primary Studio Artists only -- My Studio Name:

Primary Studio Artists only -- Already have guest artist(s)? Name(s):

Primary Studio Artists only -- Are you willing to take a guest artist? Yes No Preferences (media)?:

Guest Artists only -- I am a Guest Artist at (Primary studio name):

Hours of Operation and Studio (select one):

Thanksgiving Studio Tour only Year Round, Contact for hours

Yes No Primary Studios, will your washroom be available to the public?

Yes No Primary Studios, is your studio wheelchair accessible?

Yes No Primary Studios, will you be demonstrating your work during the tour?

Yes No Primary Studios, do you participate in the Chamber of Commerce Yellow-Flag Program?

Description for Brochure: 15-25 words. We reserve the right to edit your text. You will have an opportunity to review your listing before the brochure is printed.

Choose your medium (maximum 3):

- | | | | |
|------------------------------------|--|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Basketry | <input type="checkbox"/> Gallery/Gifts | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Textile |
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Glasswork | <input type="checkbox"/> Painting | <input type="checkbox"/> Woodwork |
| <input type="checkbox"/> Drawing | <input type="checkbox"/> Jewellery | <input type="checkbox"/> Photography | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Furniture | <input type="checkbox"/> Leatherwork | <input type="checkbox"/> Pottery | |
| | <input type="checkbox"/> Metalwork | <input type="checkbox"/> Sculpture | |

Calculate Your Registration Fee:

<p>TOUR REGISTRATION FEE:</p> <p>Principal Artist or Guest Artist: \$245 First-Time Artist*: \$165</p> <p>* You have never exhibited your work on the Gabriola Thanksgiving Studio Tour before. * Limited First-Time Artist spots available. Space is not guaranteed.</p> <p>Registration includes a 2020 Creative Directory listing on the GAC website (\$25 value), and participation in the Tour Central Gallery (\$20 value).</p>	\$
<p>2020 Arts Council Membership (1 January 2020 – 31 December 2020): \$15 Membership for the year in which the Tour takes place. This must be paid at time of registration.</p> <p>Are you a Director Emeritus? If yes, you are a lifetime member. Please line out the fee.</p> <p>Have you already paid your 2020 GAC membership fee? If yes, please line out the fee.</p>	\$ 15
<p>Installment Plan</p> <p>For an administration fee of \$15, you may pay in three installments Please add \$15 to your first cheque (dated on or before December 12, 2019), and include two additional cheques dated 18 January 2020 and 18 February 2020. All three cheques must accompany this application.</p>	\$
<p>I would like to make a donation to Studio Tour 2020 <input type="checkbox"/> Please issue a tax receipt</p>	\$
<p>I would like to make a donation to the other work of the Arts Council <input type="checkbox"/> Please issue a tax receipt.</p> <p>Please contact me about volunteering for other projects by the Arts Council: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	\$
<p>TOTAL ENCLOSED</p> <p>Registration only accepted with full payment (cheque or cash). Credit card payment can be accepted with online applications (see www.artsgabriola.ca).</p> <p>Please make cheque(s) payable to the Gabriola Arts Council.</p>	\$
<p>Photo for Brochure: Please read the <i>Brochure Image Submission</i> instructions on the attached sheet and follow them carefully. Email your image to moe@artsgabriola.ca by Dec. 12, 2019 at 5:00 pm.</p> <p>Tour Map: If you were NOT on the 2019 Studio Tour, or if you would like to make a correction to your location on the 2019 map, write your studio name in the space provided on the attached map, and mark your studio location with a red dot. If the map does not accurately indicate your location, please make corrections directly on the map in red.</p>	

Would you like a photo of your work or studio to be featured in GAC's 2020 brochures and advertising materials?

Images to be considered may include your Studio Tour listing photo, but we also encourage artists to submit additional or alternate photos that might be more suitable for larger placements. Please limit your submission to 3–5 high-quality images, with good colour, bright light, and sharp detail. Technical requirements same as those for your small listing photo, with a minimum size of approximately 2000 x 3000px, or simply send the file straight off your camera or image scanner. These submissions differ from your listing photo and must be emailed to moe@artsgabriola.ca by January 15, 2020 with the subject line: ST Feature Photo Submission

Participation Agreement for Thanksgiving Studio Tour 2020

Every studio artist must complete, sign and attach this Agreement to their application. Please make a copy for your records.

Name: _____ Studio: _____

Please initial beside “yes” to indicate your agreement:

1. I will ensure that my studio is open from 10:00 a.m. to 5:00 p.m., and that I will be present for the full three days of the Tour. **Yes** _____
2. My full-time residence or studio is on Gabriola, Mudge, Link, De Courcy, or Valdes Island. **Yes** _____
3. I will only sell professional-quality work that I have created, that involves significant creative expression. My work is handmade, original and/or limited edition, not manufactured or kit-assembled. **Yes** _____
4. I will not sell food items or agricultural products, soaps or cosmetics, or other consumable products. **Yes** _____
5. I agree that Guest Artists in my studio must be members in good standing of the Gabriola Arts Council, full-time residents of Gabriola Island, and registered as a Guest Artist. **Yes** _____
6. My studio will be presentable, safe, and ready to welcome visitors. **Yes** _____
7. I understand that the Arts Council will provide a basic number sign for my studio and that I will create or purchase additional signage as required. To avoid confusion for visitors, any additional signage will match the original design. **Yes** _____
8. I agree that it is my responsibility to proofread my brochure listing during the timeframe set out by the Arts Council, and that the Arts Council accepts no responsibility for errors in my brochure listing. **Yes** _____
9. I agree that if I have to withdraw from the Studio Tour for any reason, or if my location changes, I will inform the Gabriola Arts Council as early as possible. I will take all measures possible to inform Tour visitors about the change. If I withdraw after February 1st, I will not be refunded. **Yes** _____
10. I agree that public liability and property insurance coverage is my sole responsibility. **Yes** _____
11. I agree that the image I submit can be used by the Gabriola Arts Council to promote and publicize the Thanksgiving Studio Tour and other GAC events that promote the work of local artists. **Yes** _____
12. I agree to hold the Gabriola Thanksgiving Studio Tour, the Tour Organizing Committee and the Gabriola Arts Council and its Directors and employees harmless from any claims, including but not limited to those for personal injury sustained by myself, guest artist(s), or any Tour visitor, or damage to any property, that arise as a result of my participation in the Tour. This waiver is binding on my successors, legal representatives and assigns. **Yes** _____

My signature below indicates that I have read, understand and agree to all of the terms and conditions listed above, and that I understand that failure to comply with the terms and conditions may result in my being banned from participating in future Gabriola Arts Council studio and gallery tours.

This Participation Agreement is between the Gabriola Arts Council and the Registrant(s).

Signed (Registrant):

Print Name:

Brochure Image Submission

Please read the following instructions carefully. If you are not familiar with image specifications, please find someone who can assist you. GAC staff cannot work with you to format your image properly.

- Submit a clear and uncluttered square representation of your best work on a plain background.
- Have a look at last year's brochure to see which photos are most effective.
- We require a new image each year. Resubmission of a photo previously used in the Studio Tour brochure won't be accepted.
- Logos are not permitted in or as your image.

Image Shape

- Your photo must be in a SQUARE format.
- Photos will be printed at 1.5" square. Sometimes a colourful detail or a tight crop of your work is most effective at this size.
- If you plan to crop your image in advance with photo editing software, please leave an allowance for our printer's page bleed requirements which may trim off up to 1/4" of your image on either side.

File Size

- File size must be minimum 1 MB and maximum 2 MB. For those familiar with pixel dimensions, a minimum image size of 800x800 pixels is required, but larger would be great.

File Format

- A full-size JPG image file in its original RGB colour space is preferred, saved at best image quality with no extra image compression.
- TIFF format is also acceptable but please do not convert your image to CMYK colour for print—we will handle this in brochure production.
- Smartphone/iPhone images are acceptable if they meet these criteria. iPhone has a useful square option.

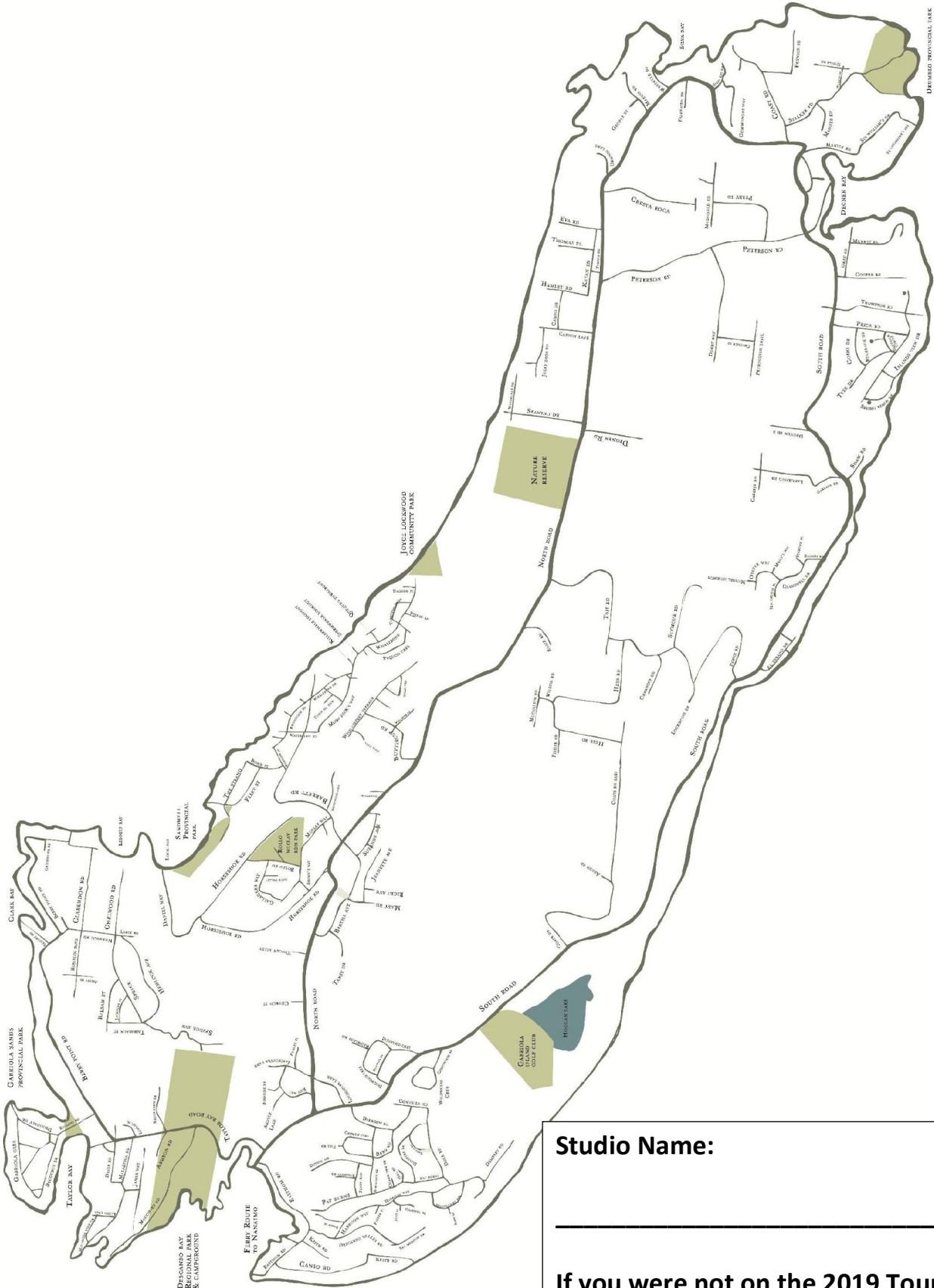
Naming Convention

- Name your image file and/or folder with your last name, first name and 2020.
- Your file name should follow this format: MitchellJoni2020.

Submission Method

- Email your image to moe@artsgabriola.ca by Dec. 12, 2019 at 5:00 pm.

Thanksgiving Studio Tour 2020



Studio Name:

If you were not on the 2019 Tour OR if you want to adjust your location, mark your spot on the map in red.