



The Chisholm Trail Arts Council invites you to submit an application to participate in the 3rd Annual ArtWalk Duncan being held during Founder's Day, June 24, 2017. ArtWalk Duncan will be located in the beautiful Fuqua Park along Highway 81 and Beech Avenue in Duncan, Oklahoma.

AWD Mission: *The Council seeks to provide a cultural experience to the citizens of Duncan, and the surrounding areas, by promoting local artists.*

ArtWalk Duncan Calendar

- **Date and Time:** June 24, 2017 (8:30 a.m. – 3:00 p.m.)
- **Call for Artists:** January 2017
- **Application Available:** February 2017
- **Application Deadline:** June 1, 2017
- **Submit Sample of Artwork to:** director@chisholmtrailarts.com
- **Artwork, Jury Panel:** Notify artist within one week after sample submission
- **Special Artist Reception:** June 23, 2017 @ 5:30 p.m. - 7:30 p.m. (*RSVP requested*)
- **Artist/vendor Check-in/Load-in:**
 - June 23, 2017 – immediately following the artists reception on 23rd
 - June 24, 2017 – to be up at ready for business by 8:00 a.m.
- **Artist/Vendor Load-out:**
 - June 25, 2016 at 3:00 p.m.
 - A \$25 refund of paid registration fee for those who check out at end of event at 3:00 p.m.
- **Hotels:** Block rooms available under "ARTWALK" available at:
Holiday Inn (580-251-9657) 1520 Apollo Drive, Duncan OK 73533

CTAC AWD

Chisholm Trail Arts Council – 810 W. Walnut – Duncan, OK 73533 – 580.252.4160

Director@ChisholmTrailArts.com



Artist Requirements:

Jury & Selection Process:

A sample of artist's work is required for event approval. A jury panel will select the artists eligible to participate in ArtWalk Duncan. The identities of the Artist are not known to the jurors who view artist's submissions. Jurors will evaluate the Artists' work, booth image and Artist Statement if provided. Artist will be notified of approval and sent any additional information needed for event.

2017 Registration Form and Booth Fees for Invited Artists/Food Vendors:

- Each Artist (10X20) space is \$50 + *\$25 refundable fee at end of event (*3:00 p.m.)
- Each Food Vendor (10X30) space is \$100 + *\$25 refundable fee end of event (*3:00 p.m.)
- Registration forms: www.chisholmtrailarts.com or request via email director@chisholmtrailarts.com
- Registration form completed and returned with fees no later than June 1, 2017
- First 10 PAID Exhibitors will receive \$50 free booth space (plus the additional \$25 of fee if check out at 3:00)

Booth Space: Assigned on a first-come, first-served basis. All efforts will be made to accommodate artist request as noted on Artist Statement; however, there is no guarantee of placement. Please consider a tent or overhead cover ... this is an outdoor event. Electricity provided if requested on registration form.

Artist Presence: All Artists must be present on site during all posted hours of ArtWalk Duncan, 8:30 am to 3:00 pm. Artist Relief Volunteers will be limited, yet available, on a first come first serve basis.

Load-In/ Load Out: Artists may elect to check-in and receive their information packets on Friday, June 23 at the artist reception and begin to load-in following reception. Overnight security will be provided and patrolling the park beginning Friday evening, June 23, 2017. Or, artists may set up early on Saturday morning on June 24th. Booths need to be up and ready for business by 8:00 a.m. ArtWalk Duncan will end at 3:00 p.m. on June 24th at that time, artists are allowed to begin load-out. Artist agrees to comply with the load-in/ load-out schedule.

Artist Statement: Exhibitors are welcome to submit an Artist Statement if there are any additional information needed by CTAC. Materials and processes used can be disclosed in this statement.

Artist Representation of Original Artwork: Artist agrees that all work submitted to the jury process and displayed and represented for sale to the public at ArtWalk Duncan has been designed and executed by the Artist. Artist certifies that all jury images submitted represent his/her original work. Artist may display **only work juried in the medium accepted**. ArtWalk Duncan reserves the right to advise Artist of any work that does not meet standards and may take any action deemed necessary for compliance.

Safety: Exhibiting artists must comply with all safety requirements and local and state laws.

Required Licenses, Permits and Tax:

Please visit www.tax.ok.gov [printable PDF]: *All exhibitors are responsible for collecting and reporting all sales taxes. **Duncan, Oklahoma taxes report at 8.70%***

ArtWalk Guidelines will be sent after application process is completed via email (preferred) or mail.

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Invited Artists/Vendors Receive:

- Flat booth rental fee, NO commission sales are collected by CTAC ArtWalk
- Artist/Vendor Hospitality Area: Indoor Restrooms, light snacks and drinks
- Artist Relief Volunteers available upon request
- First 50 Exhibitors receive a FREE Event T-Shirt
- All Exhibitors will receive an Event Swag Bag
- Special Artist Reception on Friday, June 23rd – Meet and Greet; details will be sent closer to date



About ArtWalk Duncan:

- “Art in Action” philosophy
- Located in the heart of the beautiful Fuqua Park along Highway 81 and Beech Avenue in Duncan, Oklahoma
- Open community event
- Food and beverages of all types
- Children’s entertainment and hands-on activities – “Kidz Zone”
- Part of Founder’s Day, community events celebrating Duncan’s 125th Birthday with local partners: Duncan Chamber of Commerce, Main Street Duncan, Lion’s Club Rodeo, Chisholm Trail Amateur Radio Club, Kiwanis Club, Duncan Convention and Visitors Bureau and others.



Artist/Vendor Awards:

- People’s Choice Award
- THE thing EVERYONE was eating
- Best Overall Presentation



ArtWalk Duncan Eligibility & Rules:

ArtWalk Duncan is open to all Fine Artists. No work by apprentices or employees will be accepted. Commercial agents, dealers or manufacturers are not eligible to enter. No kits, molds, tumbled stones, embellished objects, hobby items or edible art may be submitted. ALL artists must submit images of sample works for jury approval. All works will be juried for final approval. All Exhibitors MUST BE registered and ALL works must be in the approved medium by the submission deadline of June 1, 2017. Late registrations approved by committee and if space is available. No Artists substitutions allowed on event day. This is NOT intended to be a craft event.

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Refunds/ Cancellations

- Booth/ Application fees are non-refundable. No exceptions.
- Cancellations – notifications would be greatly appreciated by 2 weeks prior to event.
- Cancellation by CTAC: There is a no rain policy. ArtWalk Duncan will operate as planned in the case of rain or adverse weather conditions unless deemed unsafe. Artists understand in the case of Force Majeure, the City of Duncan, Chisholm Trail Arts Council and ArtWalk Duncan will not be liable for any damage sustained.

The Chisholm Trail Arts Council is a 501(c)(3) nonprofit arts organization who is funded largely by the Oklahoma Arts Council, National Endowment for the Arts, McCasland Foundation, Members, Business Supporter and Donations. We thank you for your support.



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