



# Chisholm Trail Arts Council's 4th Annual ArtWalk Duncan June 22-23, 2018



The Chisholm Trail Arts Council invites you to submit an application to participate in the 4th Annual ArtWalk Duncan (AWD) being held during Founder's Day weekend, Friday, June 22 and Saturday, June 23, 2018. AWD 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 fine artists.***

## ArtWalk Duncan Calendar

- **Date and Time:** Friday, June 22 & Saturday June 23, 2018 – full prospectus found online
  - **Friday** (11:00 a.m. – 7:00 p.m.)
  - **Saturday** (8:00 a.m. – 3:00 p.m.)
- **Call for Artists:** January 2018
- **Application Available:** February 2018
- **Application Deadline:** June 1, 2018
- **Submit Sample of Artwork to:** [director@chisholmtrailarts.com](mailto:director@chisholmtrailarts.com)
- **Artwork, Jury Panel:** Notify artist within one week after sample submission
- **Artist/ Food vendor Check-in/Load-in:**
  - June 22, 2018 – As early as 8:30 a.m.; up and ready by 11:00 a.m.
- **Artist/ Food vendor Load-out:**
  - **One day participant (Friday 22<sup>nd</sup> – load out after 7:00 p.m.)**
  - **Two day participant (Saturday 23<sup>rd</sup> – load out after 3:00 p.m.)**  
A \$25 refund of paid registration fee for 2 day participants for those who check out at the CTAC booth at end of event at 3:00 p.m.
- **Overnight Security** provided (8pm-8am)
- **Hotels:** Please feel free to contact one of our local hotels for overnight accommodations  
[www.visitduncan.org](http://www.visitduncan.org)

CTAC AWD

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

[Director@ChisholmTrailArts.com](mailto:Director@ChisholmTrailArts.com) [www.chisholmtrailarts.com](http://www.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.

### 2018 Registration Form and Booth Fees for Invited Artists/Food Vendors:

- Each Artist (10X20) space is \$75 (one day) \$150 (2day + \$25 refundable fee at end of event \*3:00 p.m.)
- Each Food Vendor (10X30) space is \$75 (one day) \$150 (2day + \$25 refundable fee at end of event \*3:00 p.m.)
- Registration forms: [www.chisholmtrailarts.com](http://www.chisholmtrailarts.com) or request via email [director@chisholmtrailarts.com](mailto:director@chisholmtrailarts.com)
- Registration form completed and returned with fees no later than June 1, 2018
- First 5 PAID Exhibitors will receive \$50 OFF booth space (plus the additional \$25 of fee if check out at 3:00 for participants registered for two days)

**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. Two day attendees may be in more prominent location than one day attendees. 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, both Friday and Saturday. One day attendees must have their booths up and ready by start time. 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 morning, June 22 at the CTAC booth and begin to load-in – up and ready by start time. Any artists signing up for Saturday event only, must set up any time after 7:00 pm on Friday. Overnight security will be provided and patrolling the park beginning Friday evening, June 22 (8pm-8am). OR, artists may set up early on Saturday morning on June 23<sup>rd</sup>. Saturday 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 23<sup>rd</sup>. 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.

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### **Required Licenses, Permits and Tax:**

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



## **Invited Artists/Vendors Receive:**

- Flat booth/ space rental fee, NO commission sales are collected by CTAC ArtWalk
- Artist/Vendor Hospitality Area: Indoor Restrooms, light snacks and water
- Artist Relief Volunteers available upon request
- First 25 Exhibitors receive a FREE Event T-Shirt w/ paid registration by June 1st
- All Exhibitors will receive an Event Swag Bag



## **About ArtWalk Duncan:**

- “Art in Action” philosophy – create your art during the event (electricity available on registration form)
- Located in the heart of the beautiful Fuqua Park along Highway 81 and Beech Ave. 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 Birthday with local partners: Duncan Chamber of Commerce, Main Street Duncan, Lion’s Club Rodeo, Chisholm Trail Amateur Radio Club, Kiwanis Club, Foreman Prairie House Foundation, and Duncan Convention & 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, 2018. 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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