

# CALL FOR ENTRIES

**The Lowell Folk Festival  
in collaboration with  
The Brush Art Gallery and Arts League of Lowell  
presents  
*Art in the Courtyard*  
Arts and Fine Crafts,  
A venue of the 21<sup>st</sup> Lowell Folk Festival  
Lowell, Massachusetts**

**DEADLINE FOR ENTRY: JUNE 15, 2007**

Celebrating the 21st year of the largest free Folk Festival in the country, the Lowell Folk Festival, in collaboration with the Brush Art Gallery and Studios and Arts League of Lowell is pleased to announce the 2<sup>nd</sup> annual **Art in the Courtyard**, an art and fine craft component of the Lowell Folk Festival. This exciting collaboration will provide an opportunity for visitors to view and purchase some of the finest art and craft works being produced.

**Art in the Courtyard** will be held in the shaded, brick-lined courtyard conveniently located between the National Historical Park Visitor Center, the Brush Art Gallery and Studios and the ALL Arts Gallery. The courtyard is adjacent to one of the main music and dance stages of the Folk Festival. Tents will be set up for Art in the Courtyard to provide a welcoming place, rain or shine.

**Important Dates:**

- June 15            Application due
- June 29            Notification of acceptance by jury
- July 6              Booth fee due
- July 13             Deadline for withdrawal

**Dates of Event:**

- Friday, July 27, 5:00 – 8:00 pm (*free overnight storage for artwork will be provided*)
- Saturday, July 28, noon - 7:30 pm (*free overnight storage for artwork will be provided*)
- Sunday, July 29, noon - 5:00 pm

**Selection:**

In order to ensure the quality and aesthetics of this exhibition, assistance will be provided by a six-member jury of qualified arts professionals and the Lowell Folk Festival. Samples of your work may be submitted for jurying in one of two ways:

- **Website.** On the application form below, clearly print your website's URL in the appropriate box. We will visit your website to view your work.
- **CD.** On a CD, provide up to 4 images of your work. Images must be in JPEG or TIFF format, and not more than 100 DPI resolution. Clearly print your name, phone number and e-mail address **directly on the front of your CD in indelible ink.** It is suggested that you

put your CD in a protective envelope. **No DVD disks, please.** After you create your CD, test it to make sure it opens and is readable.

**\*\*\*Important: sorry, images cannot be accepted by e-mail.**

**Payment Details:**

- Non-refundable application fee of \$15.00, due **June 15**
- Booth fee of \$150.00, due no later than **July 6**. Note that if you are accepted, your application fee is deducted from your booth fee. So on or before **July 6**, you would actually pay \$135.00.
- Sharing spaces is permitted (maximum 3 artists per tent), but each participating artist must submit an application, \$15.00 application fee, CD or website URL, and be must juried. Note that all application fees **of those artists accepted** will be deducted from the booth fee. So, if two sharing artists apply and are accepted, \$30.00 will be deducted from the booth fee.
- Withdrawal. We realize unforeseen problems may require an artist to withdraw from an exhibition. If you notify us by e-mail (artcourt@thebrush.org) **on or before July 13**, your booth fee less your non-refundable application fee will be returned to you.
- Payment is by check. Checks should be sent to:  
The Brush Art Gallery  
Attention: Art in the Courtyard  
256 Market Street  
Lowell, MA 01852

**\*\*Important: please make checks payable to the *Lowell Festival Foundation*.**

## Art in the Courtyard Application Form

All information asked for below is required

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ \* E-mail \_\_\_\_\_

\*Correspondence and notification will be done entirely by e-mail, so please make sure your e-mail address is printed *very clearly*. **Make sure to check your e-mail frequently.**

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**I am submitting my work to be juried in one of the following ways. Check only one:**

By CD (Enclosed)  
My CD contains up to 4 JPEG or TIFF images of not more than 100 DPI

By website. (*Print very clearly*) My web address is:

http://www. \_\_\_\_\_

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**I am sharing my tent with the following artist(s). (Maximum 3 artists per tent, all must be juried.)**

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

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**I have enclosed the following:**

My completed application form

My application fee of **\$15.00**, check made payable to the ***Lowell Festival Foundation***

If you submit a CD, then also include a stamped, self-addressed envelope with sufficient postage and of sufficient size to return your CD.

A signed agreement form (see below)

## Art in the Courtyard Agreement Form

\* **Event Dates:** Friday, July 27, 5:00 pm - 8:00 pm; Saturday, July 28 noon – 7:30 pm and Sunday, July 29, 2007, noon to 5:00 pm.

\* **Space:** Space will be assigned in the order applications are received and to ensure that different media are distributed in such a way as to avoid duplication. It is understood and agreed that Art in the Courtyard 2007 is providing a 10x10 tent space, 1 table and 2 chairs only; any additional structure needed for the exhibitor's area must be provided by exhibitor and removed by 6:00 p.m., July 29, 2007 leaving the immediate space clean. Sorry, exhibitors may not use their own tents.

\* **Security:** A locked facility in which to store your work over night, Friday, July 27 and Saturday, July 28, 2007 will be provided free of charge. You should not leave your artwork or belongings in your tent overnight.

\* **Type of Items to be Sold:** Items sold or distributed in your exhibitor's area are to be appropriate for a family oriented event. Please read attached restrictions before signing this agreement.

\* **Miscellaneous:** alcoholic beverages are prohibited in the courtyard

\* **Indemnity Agreement:** In consideration of the acceptance of this application, we agree to comply with the rules and hold harmless The Brush Art Gallery, Arts League of Lowell, The National Park or any partnering sponsors or organizations from any loss or damage to persons or property arising out of our participation in Art in the Courtyard to be held in the National Park Market Mills Courtyard on July 27, July 28 and July 29, 2007.

I agree to the terms stated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (print)

Please return agreement and registration forms with payment to:

The Brush Art Gallery  
Attention: Art in the Courtyard  
256 Market Street  
Lowell MA 01852

For further information, contact Eileen Byrne at [artcourt@thebrush.org](mailto:artcourt@thebrush.org)

**\*\* Remember: Checks payable to the Lowell Festival Foundation**

## **Important Information and Restrictions**

### **Registration Information:**

- Price: \$150 for a 10' x 10' tented space with one table and two chairs for Friday, 5:00 – 8:00 pm; Saturday, noon – 7:30 pm and Sunday, noon – 5:00 pm.

### **General Information:**

- Held in conjunction with the 21st Lowell Folk Festival. The Folk Festival has 200,000 visitors annually.
- Held in the brick-lined, shaded courtyard between the National Park Visitors' Center, the Brush Art Gallery & Artists' Studios and the Arts League of Lowell Art Gallery
- Positioned on a heavily traveled route between a major sound/dance stage and other festival activities
- Volunteers to mind your table while you take a break
- Free to public
- Public restrooms on both sides of courtyard
- Many restaurants, cafes and Festival food tents within easy walking distance
- Instructions for loading/unloading artwork will be provided in your acceptance packet
- Overnight storage will be provided on Friday, July 27<sup>th</sup> and Saturday, July 28<sup>th</sup>

### **Restrictions:**

- exhibitor must use Lowell Folk Festival tents, which are included in the \$150.00 booth fee, along with 1 table and 2 chairs per tent. Any additional display structures must be provided by the exhibitor
- no commercial items for resale, kits, imported or consigned goods
- art/crafts must be produced by the exhibitor
- no recordings, cassettes, CDs, publications or T-Shirts
- duplicate arts and fine crafts will be limited by the organizers as far as possible
- exhibitors must remain for entire show; no early breakdowns.
- please plan for sufficient inventory
- please plan for sufficient cash for making change
- no alcoholic beverages
- artwork must be appropriate for family viewing
- exhibitor is responsible for own parking
- exhibitor is responsible for handling own sales
- exhibitor is responsible for collecting and forwarding Massachusetts sales tax to the Massachusetts Department of Revenue

**Questions? Please e-mail [artcourt@thebrush.org](mailto:artcourt@thebrush.org)**