



Wind Down, Downtown Hagerstown, MARYLAND

ART MARKET

Friday, October 21, 2016 6:00 pm-9:00 pm

“Wind Down, Downtown Hagerstown, MARYLAND” is a downtown monthly event in conjunction with The Maryland Theatre, The Washington County Arts Council and the City of Hagerstown.....that is fun for all ages. The October 2016 event, on Friday, October 21, 2016, offers artists the ART MARKET, a venue to demonstrate and sell their art while enjoying local food, beverages and entertainment.

The Washington County Arts Council (WCAC), along with the committee members of the **Wind Down, Downtown Hagerstown, MARYLAND**, are pleased to invite visual artists to answer a “Call to Artists” for the opportunity of be a part of the juried event **2016 ART MARKET on Friday, October 21, 2016 from 6:00 pm-9:00 pm to be held in conjunction with Wind Down, Downtown Hagerstown, MARYLAND.**

Entry Guidelines:

Artists are encouraged to submit up to three renderings of their work for review.

Images must be submitted in a jpeg format and files should be labeled:

“Last Name ___ First Name ___ Title of Work, ___ Medium”

Please email images of the works to be considered along with the attached application to:
gallerymanager@washingtoncountyarts.com.

Include full name, address, telephone and email address.

Alternatively, artists may submit digital images by sending a CD, marked with the artist's name, and a completed entry form to:

Washington County Arts Council, Inc.
34 S. Potomac Street
Hagerstown, MD 21740.

Artists who would like to have the CDs returned should include a stamped, self-addressed return envelope.

All entries must be submitted by Tuesday, October 18, 2016. Artists will be notified of selection by Thursday, October 20, 2016.

VENDOR INSTRUCTIONS

Detailed below are guidelines for vendors wishing to participate in the Art Market.

Please direct questions and/or concerns to: Mary Anne Burke at 301-791-3132 or via email at maryanneb@washingtoncountyarts.com.

VENDOR/ARTIST LOCATION

South Potomac Street, Hagerstown

VENDOR/ARTIST HOURS

6:00 pm to 9:00 pm, set up starts at 5:00 pm.

- Size of vendor space will be 10`x 10`
- Limited electricity is available to vendors on the event site. Artists will need a 50 – 100 foot extension cord. Artist must notify The Washington County Arts Council if electric is needed. Please specify that needs for electric.
- Only one (1) vendor per booth.
- **The selling of alcoholic beverages and food is not permitted.**
- All vendors will be responsible for providing their own set-up, (i.e., table, chairs, tents, etc.) as well as break down and clean up at the conclusion of the event.
- The Maryland Theatre, Washington County Arts Council and the City of Hagerstown are not responsible for loss or accidents.

- All artists are responsible for collecting Maryland State Sales Tax. For information, contact the Business Nexus Unit at (410) 767-1543 or (410) 767-1531. The names of all artists will be submitted to the Maryland Comptroller and each artist will individually receive from the Maryland Comptroller applications for tax identification numbers.
- All set-up materials including tables and chairs must be provided by artist.
- All Artists must complete the **2016 OCTOBER ART MARKET Application** (attached to Call for Artist)
- All Artists will be required to sign a Hold Harmless Agreement (attached to Call for Artist)
- Artists selected will be required to submit a \$25 space reservation check made payable to Washington County Arts Council. Mail to Washington County Arts Council, 34 S Potomac Street, Hagerstown, MD. Checks will be returned to artists who staff the vendor space.
- Once selected, the chosen artist is the person who must participate and staff the vendor space; substitutes are not allowed.

On Friday, October 21, 2016, please enter South Potomac St via Antietam St near Public Library for set up. Event member will be on-hand to direct you to your assigned space. The spaces are pre-assigned for equitable distribution of vendors and to be fair to all. Artists cannot move from your pre-assigned space due to the need to adhere to fire regulations.

Set up time will begin at 5pm. Artists should not arrive any earlier and need to make sure his/her set up is complete and his/her vehicle is removed from the vending area no later than 5:30 pm.

In the event of inclement weather, the **2016 ART MARKET/“Wind Down, Downtown Hagerstown, MARYLAND”** will be cancelled. In the event of cancellation, all space reservation fees will be returned to artists. The cancellation will be decided by 4:00 pm on Friday, October 21, 2016. Please provide a cell phone number on the application; a text message will be sent in case of cancellation.

We are very pleased to offer this opportunity to the artists of our surrounding area and we look forward to reviewing your work.

If you have any further questions or concerns please contact WCAC Executive Director, Mary Anne Burke at 301-791-3132 or email maryanneb@washingtoncountyarts.com or Gallery Manager, Chris Brewer at 301-791-3132 or email gallerymanager@washingtoncountyarts.com. Please note that the Washington County Arts Council Gallery is open Tuesday through Friday from 11 a.m. to 5 p.m. and Saturdays from 10 a.m. to 4 p.m.