



KINGSTON WOMEN'S ART FESTIVAL

Sunday, August 20, 2017 - 10:00 am to 5:00 pm
www.womensartfestivalkingston.ca

FESTIVAL GUIDELINES

REGISTRATION AND APPLICATION

Artists must pre-register for this festival. The deadline for artist entries is **July 31, 2017**. Artists participate at their own risk. The festival is not liable for damage, loss, or theft of artwork or personal belongings. The Kingston Women's Art Festival goes on, rain or shine!

WHO IS ELIGIBLE TO EXHIBIT IN THE WOMEN'S ART FESTIVAL?

The festival is open to women artists who design and create original art work. The total body of work must be handmade by the woman artist who registers. Each artist must register separately and the non-refundable \$60 fee applies to each space. Once individually registered, artists may choose to display together. We encourage and appreciate the support of male partners and friends. However, we request that, in keeping with the spirit of the festival, women artists must be present to interpret their work and manage their displays even when displaying with others.

IS THERE ANYTHING AN ARTIST MAY NOT SELL?

Artists may not sell other artists' work, food products, plants, kit/production lines or imported goods. Artists who attempt to sell these items will be asked to remove them from their display. Please go to the [ABOUT](#) section for more information about this festival and its mandate.

FESTIVAL INFORMATION BOOTH

The Women's Art Festival Information booth is located near the City Park building (where the washrooms are situated). Please check in with the information booth upon your arrival at the Festival.

DISPLAY CONSIDERATIONS

Displays should be simple and well-anchored. Participants are responsible for all chairs, tables and weather protection. We are too large for a rain location, so we ask that you use your own judgment should the weather turn unpleasant.

DISPLAY AREAS

Please do not begin set up until all of the lines which mark the patron pathways are down. Be advised that you may be asked to move if you set up before the lines are marked. Please take only the space you require. Please ask Festival staff if you are unsure of where to set up.

UNLOADING, SET UP AND PARKING

ABSOLUTELY NO PARKING WILL BE ALLOWED ON THE GRASS.

You may drive to your area to unload, but all vehicles must be removed promptly. Be respectful of no parking areas and bus stops. All metered spots are free on Sundays and there is free parking on Queen's University campus within a 5-minute walk of the park.

FOOD AND BEVERAGE

Food and beverages will be available for purchase. We appreciate artists who support the Festival by purchasing their beverages at the Information Booth. Accessible washroom facilities are available on-site.

ACCESSIBILITY

City Park is an accessible venue, but please be note that the display areas and patron pathways areas are on uneven grassy surfaces.

FESTIVAL DAY INFORMATION FOR REGISTERED ARTISTS

Once you have registered, paid the applicable fees and have received registration confirmation from the Woman's Art Festival, please note the following festival day protocols:

- New in 2017 artists will have the option by special request to set up **Saturday, August 19, between 5:00 and 7:00 p.m.** Overnight security has been arranged. If you wish to set up Saturday, please make sure you indicate you wish to do this on your [Online Artist Registration Form](#). If you do not wish early set up, please come to Kingston City Park, between Bagot and King Streets, **Sunday August 20, 2017, any time after 8:00 a.m.** to register and set up your display.
 - Please see our [Festival Directions](#) document for directions to the festival site in the City of Kingston. No set-up is allowed before 8 a.m. If this happens, you risk not being admitted to the park as well as losing your registration fee!!
 - Please print out a copy of our blank [Artist Booth Map](#) to find your artist space.
 - Please do not begin setup until all the lines which mark the patron pathways are down and spots are numbered. You may be asked to move if you set up before the artist spaces are marked before 8:00 a.m.
 - Please come to the Information Tent to check in and pick up your Participant Registration Card. This 8.5"x 11" card will identify registered festival artists and allow patrons and Festival Staff to find you more easily.
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THANK YOU

We would like to take this time to thank all artists for participating in supporting the Women's Art Festival. Your generous support, time, talent and donation is greatly appreciated by the many organizations who benefit from this wonderful event.

Women's Art Festival Committee 2017
committee@womensartfestivalkingston.ca