



BCA Summer Artist Market Guidelines

2009 Market Season: Saturday May 23rd - Saturday October 24th

Application Information:

Applications must include:

- 2009 Summer Artist Market Application form (download from website www.BurlingtonCityArts.com), filled out completely and signed. You can also pick up a hard copy at the Firehouse Gallery, M-F 9am-5pm or Saturdays 12pm-5pm.
- Samples of work should only be submitted if they are small, easily transported, and not breakable. Otherwise quality images are preferred, no more than 10, either printed or in CD format (please save all images as jpegs). Website should serve to support (not replace) submitted samples and/or images.
- An image or drawing and detailed description of the proposed display.
- Please note that previous participation in the market does not guarantee acceptance, though it is considered.

Whole-Summer Application Deadline: **suggested time of application*

Postmark: Wednesday, April 1, **Drop off:** by Friday April 3rd 5:00pm.

- Entries should be received by mail or in person (emailed applications will not be accepted).
- **Mail to:**
Artist Market, Burlington City Arts, 149 Church Street, Burlington, Vermont 05401.
If you are sending a large box, send to: Artist Market, Firehouse Gallery, 135 Church Street, Burlington, VT 05401.

- **Drop off:** ***Please note: Physical address different from mailing address.*
Monday – Friday, 9-5pm: Firehouse Gallery Reception desk, ground floor, Firehouse Center for Visual Arts, 135 Church Street, Burlington, Vermont 05401

Saturdays, 12-5pm: : Firehouse Gallery Reception desk, ground floor, Firehouse Center for Visual Arts, 135 Church Street, Burlington, Vermont 05401

Mid-Summer Application Deadline

Postmark: Monday, June 8, 2008; **Drop off:** by Wednesday June 10th 5:00pm.

***This second deadline is largely for applicants that wished to re-jury if they were not accepted initially. For best results, applicants should apply to the Whole-Summer Application Deadline. All of the above application information pertains.*

Notification of Jury Results

- Please add the following e-mail address to your e-mail account's safe list to avoid complications in notification:
asanfilippo@ci.burlington.vt.us
- Notification will be made by e-mail on or around Thursday, April 9th.
- If your work is accepted, you will receive set up guidelines along with your notification letter by e-mail. At that time you will be invited to become a member of the Summer Artist Market.
- If your work is not accepted you will be notified by e-mail and must pick up your application packet if you wish to be provided with specifics to help you improve your work.
- If you want us to mail your application material back to you please include a S.A.S.E and be specific about what you would like sent back ie: cd with images, application, jury notes...S.A.S.E. submissions will be returned on or around May 1st.
- **Submission Pick Up:** submissions without a S.A.S.E are available to pick up at the Firehouse Gallery Attendant Desk (upon entering the gallery) between April 21st and May 23rd. Unclaimed submissions will be disposed of after May 23rd.

- **Mid-Summer Applicants:** SASE returns and Pick Up by July 10th.
- **PLEASE DO NOT CONTACT BURLINGTON CITY ARTS OR THE MANAGERS OF THE ARTIST MARKET IN REGARD TO YOUR SUMMER ARTIST MARKET ACCEPTANCE.** The jury is responsible for making all decisions, all decisions are final. The jury has been asked to provide detailed and helpful information to you about your application and acceptance or denial.

Cost:

- \$18 per Saturday
Checks and cash only.
Checks made payable to Burlington City Arts.
- \$40 Membership Fee. * If you are a current member of Burlington City Arts (Meaning you have become or renewed BCA membership within a year of your application to the market) we will wave the fee.
- Incentive: If you sign-up and pre-pay for more than sixteen days at one time, you get one day free. If you sign up for all of the Saturdays, you get two days free.
- BCA Membership entitles you to:
 - 10% discount on all Firehouse Education art classes, camps and workshops at the [Firehouse Center for the Visual Arts](#), [Clay & Craft Studio](#), and [Print Studio 250](#)
 - Invitations to Firehouse Gallery exhibitions and opening receptions
 - Invitations to member-only previews and special events
 - 35% discount on custom framing at Big Picture Framing
 - 10% discount on merchandise at Burlington City Arts, Frames for You and Mona Lisa Too, [Black Horse Fine Art Supply](#), [Creative Habitat](#), [Conant Custom Brass](#), [Light-Works, Inc.](#) and [ECHO at the Leahy Center for Lake Champlain](#)
 - Inclusion in the Artist Database for interested fine artists
 - Personalized membership card

Payment/Sign-Up Schedule:

Upon notification of acceptance to the market, juried members will receive a sign-up sheet for the entire season (May 23rd– October 24th) prior to the start of market. There are two options for payment:

Pre-Pay:

Members must pay in full for all pre-selected when they submit the sign-up sheet. *For this option only, Visa and Mastercard are accepted as well as cash/checks. For this option, all payments must be either:

- Postmarked by Wednesday May 6th to: Artist Market, Burlington City Arts, 149 Church Street, Burlington Vt 05401.
- Dropped off by Saturday, May 9th, by 8:00pm at the Firehouse Gallery, 135 Church Street.

Incentive: If you sign-up and pre-pay for more than sixteen days at one time, you get one day free. If you sign up for all of the Saturdays, you get two days free.

Weekly Payment :

Members who rely on this option will be subject to a first come, first serve policy. In order to reserve a date and space, payment must be received (by mail or in person) by 5pm the Thursday prior to the Artist Market that you wish to participate in.

***Being juried into the Summer Artist Market does not mean that you will automatically get a space at every Artist Market. Participation in the market is based on sign up and payment. Please note: In order to maintain a diverse market, we limit the number of artists working in the same medium each week; however, if the market is not full, then we accept artists on a first come, first serve basis. Jewelry is the single most competitive medium.

Weather Policy:

If it is raining at 8am, set up begins at 10am. If it is still raining at 10am, the day is called off with an **Official Weather Cancellation (OWC)**. If it is letting up by 10am, we set up and it is considered a full day. If it starts raining after set up before 12pm, it is **OWC**. If it starts raining after 12pm, it is still considered a full day.

Your payment for an **OWC** may be applied to another date. Only when there are no possible days to use your **OWC** will a refund be made at the close of the market.

Refund Policy:

No monetary refunds will be issued for any reason other than Official Weather Cancellation (OWC) described above. OWC refunds will not be issued on a weekly basis. You may apply an OWC to another date, and only when no dates are available will a refund be issued at the close of the season. The Vendor is responsible for keeping track of OWC refunds and contacting the BCA Market Manager, Amanda Sanfilippo via email regarding any changes or refunds owed at the close of the season.

Summer Artist Market Contact:

Amanda Sanfilippo
Firehouse Gallery Manager + Assistant Curator
asanfilippo@ci.burlington.vt.us
802.865.7165