



Wickford Art Association  
36 Beach Street Wickford, Rhode Island 02852

58th Annual  
WICKFORD ART FESTIVAL

**ARTIST APPLICATION INSTRUCTIONS &  
FESTIVAL INFORMATION**

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## **CONDITIONS OF ACCEPTANCE**

The Wickford Art Festival is a juried fine art show. Your work will be juried on originality, workmanship and professional presentation. Jurors also consider total show composition (i.e. number of exhibitors per category.) All work displayed in the show should be of the consistent, high caliber as indicated in your initially submitted images for jury.

**If you are unable to complete the online application, please contact the Festival Director for further application instructions. [wickfordartfestival@gmail.com](mailto:wickfordartfestival@gmail.com)**

### **NEW APPLICANTS**

- If you did not apply and get accepted into last year's **2020** festival (**even though it was cancelled we still completed the application and jury process**), you are considered a new applicant.
- You must submit a minimum of 4 digital images, 3 representing your artwork and 1 of your booth set-up.
- No printed photographs will be accepted.
- All images will be evaluated for professional presentation, including the booth.
- Booth fee will be returned if you are not accepted.

### **RETURNING ARTISTS**

- Please review the options for returning artists on the application.
- Artists who exhibited last year (2020) are considered "returning artists".
- If you are a returning artist (and not due for Rejury, see "REJURY" list below), you are responsible to submit your application with a payment of the booth fee only.
- If you carried your booth fee over from the 2020 show to 2021, you can omit the payment on the online application.

### **RETURNING ARTISTS WHO HAVE EXHIBITED FOR 3 CONSECUTIVE YEARS MUST BE RE-JURIED**

- **Please review 2021 Returning Artists Rejury list (link on Artist Information page)**
- You must submit a minimum of 4 digital images, 3 representing your artwork and 1 of your booth set-up.
- Artists to be re-juried are responsible for a booth fee (\$310 or \$260) and a re-jurying fee (\$35).

***To maintain the integrity of the festival, all artists will be subjected to the same jury process. Acceptance is good for three consecutive years.***

## **REFUNDS/CANCELLATIONS**

You must contact the Festival Director via email at [wickfordartfestival@gmail.com](mailto:wickfordartfestival@gmail.com) by the deadlines below in order to confirm your cancellation and refund amount.

- For artists registering *only* for the Virtual Festival site, the \$150 fee is non-refundable.
- For booth artists, requests for a full refund will be honored until **May 31**.
  - If you must cancel and request a full refund, you will NOT be listed on the Virtual Festival site.
  - If you are unable to attend the show, but would like to still be listed on the Virtual site, \$150 will be withheld and the remainder of the booth fee will be refunded.
- After **June 1**, for cancellations for any reason by the artist, \$100 of the booth fee is non-refundable.
  - Cancelling artists after June 1 must remain part of the Virtual Festival for an additional \$50. The remainder of the booth fee (minus \$100 non-refundable and \$50 additional) will be refunded.
- After **June 1**, if cancellation is due to a change in show plans due to state restrictions\*:
  - \$100 of the booth fee is non-refundable. The remainder of the booth fee will be refunded. Artists must remain part of the Virtual Festival, but there will be no additional cost involved.
- \*Due to the uncertainty of the state's COVID restrictions regarding public events, the number of accepted artists will be subject to change. Priority will be given to all accepted 2020 artists that wish to participate in the 2021 festival. The number of additional booths available may change based on state guidelines and approval.

## **GENERAL FESTIVAL INFORMATION**

- The Wickford Art Festival is an outdoor art festival. The show goes on — rain or shine!
- Full overnight security is not available, however NKPD will be driving through the park throughout the night.
- Electricity to booths is not available.
- Propane tanks and other flammable materials are prohibited.
- The Wickford Art Festival is an alcohol and drug free event.
- Portable restrooms only are available to artists and the public.

## **BOOTH REQUIREMENTS**

Exhibitors will provide their own booth setups and should be prepared for inclement weather. Tents should be white.

1. Displays must be sturdy, professional and tasteful.
  - Tables must be covered on all four sides to the ground.
  - Boxes and other materials must be stored out of sight.
  - Booths shall not exceed standard booth height or 10' x 10' ground dimensions\*. (Any booth found to exceed these dimensions will be subject to relocation at the discretion of the WAF staff.)
  - Single tents over 120' square feet\*: artist must contact North Kingstown Planning Dept for special permit (fee) and notify WAA Festival Director.
  - Booths must meet fire safety codes\*. Exhibitors will be prepared to show documentation (from manufacturer) thereof to Fire Officials upon request.
2. Only mediums which have been approved through the festival jury process may be displayed. If an artist has multiple mediums or changes their medium, artist must be juried in for each medium.
3. No commercial prints, multiple prints, multiple cast (or "buy-sell") objects.
4. All reproductions must be signed and numbered and ONLY placed within ONE browse bin or box.
5. Photographs must be produced with archival ink on archival paper, signed and numbered.
6. All 2-dimensional, hanging works must be framed or gallery wrapped.
7. Non-compliance with requirements 1-7 will be grounds for dismissal from the current show and subject to censure in future Festival participation.
8. All booths will be attended by the artist. No agents permitted. Festival staff personnel will be available to booth-sit for exhibitors for brief times, as needed.
9. Artists exhibiting at the festival are responsible to carry their own insurance for their artwork, personal belongings and booth. The WAA is not liable for damages, losses or theft during the festival.
10. A Rhode Island Retail Sales (Tax) Permit is required (more information outlined on the artists information page on the website).
11. Exhibitors will maintain a clean booth and orderly surrounding area during the show and leave the area clean at the end of the show.

*\*indicates conditions set by the North Kingstown Fire Dept. for issuing of 2021 WAF permit.*

## **TAX PERMITS**

Although original and limited edition artwork is now exempt from sales tax (certain restrictions apply), the state of Rhode Island requires that every artist has a Temporary or Annual Retail Sales Permit.

- Temporary Retail Sales Permits may be purchased onsite at Festival Registration: bring a separate check for \$10 payable to Rhode Island Division of Taxation.
- Annual Permits may be purchased online at <https://www.ri.gov/taxation/BAR/> prior to the festival. Rhode Island Certificate of Exemption applications are available here too.
- Wickford Art Association is required to keep a copy of your permit on file. If an artist has an annual permit and a Certificate of Exemption, please submit a current copy with this application or bring a copy to festival registration.
- The Town of North Kingstown requires artist's Date of Birth (requested on festival application)
- For artists with a Temporary Sales Permit that has collected taxes, it is mandatory that a separate check payable to the Rhode Island Division of Taxation for tax collections be turned in to the Festival Director by 6:00 PM Sunday at the close of the Festival.

## **REGISTRATION & SET-UP INFORMATION**

**FRIDAY, JULY 9 & SATURDAY, JULY 10**

1. MORE DETAILS WILL BE PROVIDED ON THE REGISTRATION & SETUP PROCESS AS WE GET CLOSER TO THE EVENT.
2. The festival will OPEN at 10 am Saturday and your booth must remain staffed through 5 pm. on Saturday, and 10 am - 5 pm on Sunday.
3. Artists who break down their booths without due cause (i.e. illness or emergency) and notice to Festival staff prior to the show ending time will not be invited to return in subsequent years.