**CALL FOR ENTRIES/DETAILED SUBMISSION GUIDELINES**

**2021 DEPOT DISTRICT ART CRAWL / Saturday, June 5, 2021 5:30 -9 p.m.**

**DEADLINE TO SUBMIT.**  Submissions are open now for the 2021 Depot District Art Crawl! The Arts & Culture Advisory Committee will accept submissions until 11:59 p.m. on Sunday May 23, 2021. Submissions received after May 23 will not be reviewed.

**WHO MAY SUBMIT.** Any artist in the Middle Tennessee area may submit. There are five divisions - Adult, High School, Middle School, Elementary School, and Veterans (Use your grade as of the 20/21 school year.)

While both adults and youth are encouraged to participate, this is NOT primarily a youth event. In the past the majority of submissions have been from adults. Typically all youth art is displayed together in the Depot Building. Veteran Art will be displayed in Assembly Hall and adult art will be displayed in the Carpe Artista Training Center. Prior events have averaged around 150 total pieces of art on display.

**WHAT TO SUBMIT.** We will accept originals of: Paintings: Oil, Acrylic, Watercolor, etc.; Drawings: Pencil, Charcoal, Ink etc.; Photography; Sculpture; Collage; and Mixed Media. All work must be the original work of the artist and completed within the last three years. Up to five submissions per person will be allowed.

There is a theme for this year’s event – “Stories of Connection.” Please refer to the separate theme guidelines document for details.

**HOW TO SUBMIT.** Submit online at <https://www.cognitoforms.com/TownOfSmyrna1/ArtSubmissionFor2021DepotDistrictArtCrawl>

You may submit up to 5 total submissions.

Print and sign the last page of this document and bring it with you at drop off. Also please bring completed artist contact forms. These will be attached to the back of your art. You will also be required to sign a waiver at drop off.

**HANGING.** All work must be matted, framed and wired for hanging (excluding sculptures.) Paintings on canvas may be framed but that is not required. Paintings on canvas will still need to be wired for hanging. Please have your work wired and ready to hang. Local stores such as Hobby Lobby can wire you work for a very minimal charge.

**HANGING VOLUNTEERS NEEDED Due to a tight schedule we are requesting your help with hanging this year. If at all possible, please plan to attend one of the times below to assist with hanging art. We need your help to make this a success. Even if all you can do is hang is your own work, that will still be a huge help!**

**SELECTION AND NOTIFICATION.** Selected artists will be notified by email by Thursday May 27. The Arts & Culture Advisory Committee is seeking work from both established and emerging artists. Work will be selected on concept, skill level, execution, originality and creativity. **Please keep in mind that this event is family-friendly and there are categories for youth artists. Please submit content that is appropriate for children and family viewing.** The Arts & Culture Advisory Committee reserves the right to reject any work. There is no need to follow up after you submit.

**HOW TO DELIVER YOUR WORK.** Chosen work must be hand-delivered to Smyrna. See last page for drop off times.

**DISPLAY RULES.** All work will be on display the evening of Saturday June 8th from 5:30 P.M. to 9:00 P.M. All work must remain through the end of the event, even if it is sold during the event. See below.

**RULES FOR SELLING WORK.**

**PRICING.** The Arts & Culture Advisory Committee wishes to support artists in the sale of their work and you are encouraged to sell your work at the Art Crawl if you desire. If you wish to sell your work, prices should be clearly marked on the artist application form. Title cards will be made using the information in the artist application forms, so prices must be finalized at the time of drop off. If the price is left blank on the artist application form, it will be assumed you are NOT selling your work. You will not be able to change the price the title cards have been printed.

**REMOVAL OF ART PROHIBITED DURING EVENT**. While you are encouraged to sell your work at this event, it is required that that all work remains in place at the event until the end of the exhibition, so it may be enjoyed by all art crawl visitors. Please make sure anyone interested in purchasing your art is aware of this rule.  *Limited* exceptions *may* be made on a case-by-case basis, *only* *if* you have art work to replace the piece you sold. Any change in work displayed must be cleared with an Arts & Culture Advisory Committee board member **before** the art may be removed. A board member will be present in every building. Exceptions to this rule are not guaranteed. Requests for exceptions may be granted at the discretion of board members based on time and board member availability, and the total number of sales occurring in each building. Storage of art for this purpose will not be allowed in any of the three buildings due to space limitations.

**SALES/PAYMENT.** The Arts & Culture Advisory Committee **WILL NOT** receive commission from sales. Artists receive the full amount paid and must be present to make sales. Arts & Culture Advisory Committee members cannot participate in any way in the sale of work during the event if at any time the artist is not present when a purchase is requested. Arts & Culture Advisory Committee members cannot hold money for artists or make change. Art work purchased at the event may be picked up by the purchaser at the conclusion of the event, or the artist can make other arrangements with the purchaser. You are encouraged to be cautious when choosing the type of payment you will receive. Neither the Town, the Smyrna Arts & Culture Advisory Committee, its employees, agents, nor volunteers may be held liable for any failure of payment arising from a sale at this event.

**NOT SELLING YOUR WORK? NO PROBLEM.** You are not required to sell your work. Simply list NFS, (not for sale) on the artist application form at the time of drop off.

**INSURANCE.** The Arts & Culture Advisory Committee will be as careful as possible with all entries, but will not be liable for any loss or damage to any work submitted. If you wish for your work to be insured while in the possession of the Town/Arts & Culture Advisory Committee, you are responsible for purchasing that insurance. Please drop off and pick up your work at the designated times to avoid loss or damage.

**WHEN TO PICK UP YOUR WORK.** You are strongly encouraged to take your work home with you after the event ends on Saturday night.. If you need to make arrangements to pick your work the next day, Sunday, June 6th **you must schedule this when you drop off your work.** Unless otherwise agreed to in writing, any art work that is not picked up by June 6th by NOON will be deemed abandoned and become the property of the Town of Smyrna, and the Town of Smyrna may dispose of it at its sole discretion. We appreciate your cooperation in this matter.

**PEOPLE’S CHOICE AWARDS.** Art crawl attendees may cast a vote for their favorite entry in each age category. Voting instructions will be announced at a later time. The winners are announced at the conclusion of the event in the Carpe Artista Training Center at 101 Front Street. You do not have to be present to win. Winners are also announced at a Town Council meeting (date TBD) and recognized by the mayor. Artists are invited to attend the Council Meeting but attendance is not required.

**Please join us for another amazing show! It will be a great place to meet talented artists, be inspired and exchange ideas. This Call for Art is open to the public of Middle Tennessee.**

 **Let’s advance the Arts together! Friends and family are**

**welcome and encouraged to attend the event. See you there!**

\_\_\_\_\_\_(Initials) I understand that if my work is chosen to be displayed at this event, and I cannot take my work home at the end of the event on Saturday June 5th, I will need to schedule a time on Sunday June 6th to pick up my work. I understand I must schedule this time when I drop off my work.

I have read, understand and agree to comply with the submission guidelines.

Participant Signature Date

*(Required if participant is 18 years or older)*

[IF APPLICABLE] I am the legal guardian of the participant, and I hereby consent to his/her participation. I have read and explained the foregoing release and indemnification agreement to my child or dependent, and I hereby agree to its terms on behalf of myself and the participant.

Signature of Parent/Guardian Date

Parent/Guardian’s Printed Name

*(Required if participant is under 18 years of age)*

**This year we are scheduling drop off times based on the building where your work will be displayed.**

**If possible, please attend a drop-off time listed for your category.**

**DROP OFF TIMES FOR VETERANS (Veteran artists will display in Assembly Hall)**

Tuesday June 1, 5-7 p.m. at Assembly Hall, 110 Front Street

Wednesday June 2, 2-4 p.m. at Assembly Hall, 110 Front Street

Thursday June 3 10 a.m. – 4 p.m. at Assembly Hall, 110 Front Street

**DROP OFF TIMES FOR ADULT ARTISTS (Adult artists will display in the Carpe Artista Training Center.)**

Preferred drop off time is Thursday June 3, 4-7p.m. at Carpe Artista Training Center (not the Café) at 101 Front Street. If this time is not possible, you may drop off at any of the times listed for other categories.

**DROP OFF TIMES FOR YOUTH ARTISTS (Youth artists will display in the Depot Building.)**

Friday June 4, 9-5 p.m. at the Depot Building, 98 Front Street. If this time is not possible, you may drop off at any of the times listed for other categories.

**HANGING TIMES/VOLUNTEERS NEEDED**

Thursday June 3, 4-5 p.m. at Assembly Hall

Thursday June 3, 5-8 p.m. at Carpe Artista Training Center

Friday June 4, Noon -7.p.m. at Depot or Carpe Artista Training Center

Saturday June 5, 9-3 p.m. at Assembly Hall or Depot or Carpe Artista Training Center

On Saturday --the day of the event! -\_ we will have to hang all of the veteran art in Assembly Hall.  We will need your help!

**Follow us on social media!**



on Instagram at <https://www.instagram.com/smyrna.arts/>



on Facebook at <https://www.facebook.com/smyrnaarts/>

***For any questions about the art crawl please email*** ***arts@townofsmyrna.org***

***To sign up for the email list to be notified of future events, please send an email to*** ***arts@townofsmyrna.org***

In accordance with federal and state law the Smyrna Arts & Culture Advisory Committee is prohibited from discriminating based on race, color, national origin, sex, disability, or age, in any program or activity conducted by the Smyrna Arts & Culture Advisory Committee and /or funded by the Smyrna Arts & Culture Advisory Committee and/or the Tennessee Arts & Culture Advisory Committee.

Persons with disabilities who require alternative means of communication for program information or would like to discuss accommodations for the event, or persons who require translation services should contact Melissa Scott at melissa.scott@townofsmyrna.org or at 615-267-5004.