

Registration Form 2011

Newton Open Studios
May 14 & 15, 2011
Saturday & Sunday,
11 am to 5 pm



OPEN THE DOOR TO ART

What is Newton Open Studios?

Newton Open Studios is a relaxed and informal two-day community event: Newton artists show and offer their work for sale, and receive feedback from the public. Visitors use our detailed full-color Map & Guide and our interactive website to plan self-guided tours. Locations include homes, studios and group spaces.

Join us! NOS is a cooperative effort—participating artists work together to make it succeed.

Requirements

Artists must live, work, or create art in Newton, or belong to a Newton art organization.

Artists volunteer for 2 to 4 hours to help NOS happen. We have a wide variety of tasks to fit all schedules.

Artists supply their own displays.

Introductory Meeting, Tues. Jan. 25

New Art Center, 61 Washington Park, Newtonville.
Find directions and Snow Date info at
NewtonOpenStudios.com.

7 pm – Info session for new artists

8 – 8:45 pm – Get HELP with

REGISTRATION!: Bring a cd with your statement and images! Returning artists – drop by to say hello!

Benefits

- **Show and sell your work** in Newton's largest art event, with thousands of visitors.
- **Your own web page** on NewtonOpenStudios.com that will stay up for one year is included in the registration fee. **The artist pages on our new web site will include 5 images of your work**, your contact information, and artist's statement. Log on any time during the year to make changes to your contact info, text or images.
- **On-line listings to promote your art events.** Log on and create listings on the NOS web site, for any exhibits you're involved in, all year long.
- **A color image and full listing** in our comprehensive Map & Guide - distributed to 35,000 people. We will provide you with Guides to send to your mailing lists.
- **Artist Orientation Meeting and Materials.** In early April: comprehensive information and checklists to help you fine-tune your open studio event.
- **Email "save-the-date" invitation** - to send to your e-mail lists. Also sent to NOS's extensive email list.
- **Flyers and Sandwich Boards** around Newton.
- **Announcements** in the Tab, the Globe on-line, and other publications
- **Meet and work with other Newton artists.**
- **Group Location** – facilitated for those who cannot, or prefer not to, exhibit solo. First-come first served. \$25 additional fee.

On-line Registration Fees & Deadlines

Early Registration/WebSite Fee: \$140

Deadline: Feb 18, 2011

Regular Registration/WebSite Fee: \$165

Deadline for inclusion in printed Guide: March 1, 2011

See web site for more details on how to register on-line.

Registration by Mail

Online registration is preferred. Artists who wish to register by mail with this printed form must add \$20 to each fee listed above. The following pages of this form reflect these higher fees.

Post-deadline, and "Guide Filled" Registration

Inclusion in the Printed Guide will be limited to 195 artists on a first-come-first-served basis.

If the Printed Guide quota is filled, or the Guide deadline has passed, artists will have the option to register WITHOUT being included in the guide. These artists will have all benefits of NOS membership, except inclusion in the printed guide. All reasonable efforts will be made to include these artists in the downloadable Pdf Guide. (Fee will not be discounted.)

Questions? info@NewtonOpenStudios, or
call 617-872-0228

Registration Materials Check List:

Send by mail:

1. ___ All 3 Pages of the Registration form: This page (signed), Artist Info page, & Volunteer page.
2. ___ Check or money order (Calculate amount below).

Send by email, or save on a CD or DVD and mail in: (CDs and DVDs will not be returned.)

3. ___ **Artist statement** for your web page: up to 600 words.*
*We do not retype information for you. **Please proofread your submissions carefully!**
5. ___ **5 digital images** of your work in **JPEG format**: No embedded images in emails – attach separate files.
6. ___ **Specify** one of these 5 images for printing in the **Guide**. (add "guide" to its file name – see below.)

Digital Image Requirements:

Name your Image Files as follows: LastName_FirstName_01.jpg , . . . _02.jpg , . . . _guide.jpg (or.TIF)
 No image files larger than 2 MB. JPEGs or TIFs only.
 Image files must be at least 500 pixels in the larger dimension.
 Images with 1200 or more pixels in the larger dimension will be considered for publicity.
 Crop Photos of 2-D art so that only the artwork shows (no frames, easels, etc.).

Terms:

- 1- No refunds will be made. (If you request space at the NCC, and we cannot arrange it, we will return your full registration fee.)
- 2- **Changes:** We no longer charge a change fee. Changes may be made at any time by the artist, online.
- 3- **Use of images:** I give NOS permission to use images I submit for the NOS website, printed Guide, and publicity.
- 4- **Insurance:** As an NOS artist, I am responsible for insurance coverage for property, artwork, visitor injury, liability, etc. I shall indemnify and hold harmless

NOS and the owner of the host site (if applicable) for any and all claims of injury or other damage caused to my artwork or to the premises.

5- NOS reserves the right to reject any text or image it deems inappropriate for either the web site or the printed guide.

I have read the information in this form and agree to its terms:

 NOS Artist signature and date

 Printed Name

Mail-in Registration Fees/Payment:

- Early Registration/Website Fee: \$169**\$ _____
 All registration materials must be postmarked by Friday, **February 18** 2011.
- Regular Registration/Website Fee: \$185**.....\$ _____
 For registrations postmarked from February 18 to **March 1**, 2011.
- Post-deadline or "Guide Filled" \$185**.....\$ _____
 For registrations after March 5, or after Guide quota is filled.
- \$25 fee for space at the Newton Cultural Center (See item 7)**\$ _____
- Additional name listing fee: \$25 (See item 1)**\$ _____
- Donation:** I would like to make a tax-deductible donation to help keep Newton Open Studios going.
Donation Amount:\$ _____
- Total amount enclosed:**\$ _____

Make check or money order payable to:

Newton Open Studios Fee for returned checks: \$30.00.

MAIL or BRING IN Your Registration To:

Newton Open Studios (or NOS)
 Mayor's Office for Cultural Affairs
 225 Nevada Street
 Newton, MA 02460

To submit web site text and images by

E-mail, rather than on a CD or DVD, send it to:
info@newtonopenstudios.com
 Remember to send your registration form & check by mail!

Don't forget to fill in the VOLUNTEER SHEET on page 3! Your registration will not be complete without it.

Questions? Please contact:

info@newtonopenstudios.com 617-964-1670.

Artist Info

NOS Registration Form, page 2 of 3

Every artist's Map & Guide entry will include: name, phone number, email or web address, a color photo of your work, a description of your art, and your exhibit location number.

Notes:

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|-------------|---------------------------|-------------|---------------------------|-------------|--------------|---------|---------------|---------|--------|-------------|------------|---------|-----------|-----------|----------|-----------|--|---------|-------|-------------|------------|--|--|
| <p>If you list a BUSINESS NAME— please note-- only the Business name will appear in our materials.*</p> | <p>1 Name (limit of 35 total characters, including spaces)</p> <p>_____</p> <p>Alphabetize this entry under: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Email and Web Site address will both go on your NOS web page (unless you request otherwise), but only one can fit in the printed guide.</p> | <p>2 Phone #: ()</p> <p>3 Email: _____</p> <p>We send important updates by email during the NOS planning process. We will assign an "email buddy" if you do not have email.</p> <p>Artist Web Site Address: _____</p> <p>Choose ONE: Only one can fit in the printed <i>Map & Guide</i>: web site <input type="checkbox"/> or email <input type="checkbox"/></p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>If you do not live in Newton, write in your connection to Newton here. (Newton Artist Association, JCC, New Art Center, etc.)</p> | <p>4 Artist's Mailing Address:</p> <p>_____</p> <p>If not a resident, Newton Connection:</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>List of media or a short description of your work, like: "Painting, Photography & Masks", or, "Fantasy Landscape"</p> | <p>5 Medium or Description</p> <p>Limit of 40 characters including spaces and commas.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>This section is only for host or solo artists exhibiting in their own spaces.</p> <p>If you would like to host an artist or artists who request a space, check box B.</p> <p>Examples/ideas for group names: house number of location, or a characteristic of the group or location: "Studio 25," or "Sculptors on Lake Street"</p> | <p>6 For Artists exhibiting in their own home or studio, check here <input type="checkbox"/> and answer all that apply: Studio address if different from mailing address:</p> <p>_____</p> <p><input type="checkbox"/> A. I am hosting a pre-arranged group (use back of form to list artists in your group) Group or location Name (35 character limit including spaces):</p> <p>_____</p> <p>Alphabetize this name under: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z</p> <p><input type="checkbox"/> B. I have room for more artists at my location. How many? _____</p> <p><input type="checkbox"/> C. My space has Wheelchair access: studio entry at street level, & door at least 36 inches wide.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>New Art Center: preference will be given to artists with NAC affiliation (current or former student, faculty, staff, board).</p> <p>Rental panels available at: the New Art Center (NAC), Newton Cultural Center (NCC) and other possible large locations currently being researched.</p> <p>Item C: If a satisfactory group assignment cannot be facilitated, a full refund will be made.</p> | <p>7 For Artists exhibiting in spaces outside their own home or studio:</p> <p><input type="checkbox"/> A. I am exhibiting in a pre-arranged group at the studio/home of this NOS artist _____</p> <p><input type="checkbox"/> B. I am exhibiting at this business or organization: _____ Organization's address: _____ phone #: _____</p> <p>Artists at large group locations (listed at left), will be able to rent display panels. Please check here if you plan to rent panels, or want information on renting. Costs will likely be \$35-\$40. <input type="checkbox"/></p> <p>For artists requesting space at the Newton Cultural Center (NCC)</p> <p><input type="checkbox"/> \$25 additional fee. This space is first-come-first served. You will receive confirmation of your reservation, or a full refund. If you find alternate exhibit space, you may re-register; a list of available host locations (no additional fee) can be obtained from info@newtonopenstudios.org. or 617-872-0225.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Please only choose categories which substantially reflect your work.</p> | <p>8 Categories for the web site: Circle all that apply</p> <table border="0"><tr><td>Abstract</td><td>Drawing</td><td>Jewelry</td><td>Painting (oil or acrylic)</td><td>Photography</td><td>Wearable Art</td></tr><tr><td>Ceramic</td><td>Fiber/Textile</td><td>Judaica</td><td>Pastel</td><td>Printmaking</td><td>Watercolor</td></tr><tr><td>Collage</td><td>Furniture</td><td>Landscape</td><td>Portrait</td><td>Sculpture</td><td></td></tr><tr><td>Digital</td><td>Glass</td><td>Mixed Media</td><td>Still Life</td><td></td><td></td></tr></table> | Abstract | Drawing | Jewelry | Painting (oil or acrylic) | Photography | Wearable Art | Ceramic | Fiber/Textile | Judaica | Pastel | Printmaking | Watercolor | Collage | Furniture | Landscape | Portrait | Sculpture | | Digital | Glass | Mixed Media | Still Life | | |
| Abstract | Drawing | Jewelry | Painting (oil or acrylic) | Photography | Wearable Art | | | | | | | | | | | | | | | | | | | | |
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| Digital | Glass | Mixed Media | Still Life | | | | | | | | | | | | | | | | | | | | | | |
| <p>Display panels are now available to any interested artist, first-come first-served.</p> | <p>9 Rent Display panels:</p> <p>\$15 per panel for each panel, for the weekend. You MUST be able to SUPPLY YOUR OWN TRANSPORTATION (except artists at the NCC, where the panels are stored).</p> <p><input type="checkbox"/> I'm interested in renting display panels. Please send me more info.</p> | | | | | | | | | | | | | | | | | | | | | | | | |

*Business-name registrants who also want their given name to appear in the listings, can do so for an extra fee. Call Ellen Fisher at 617-964-1670.

Artist Last Name _____ First Name _____

Please Print

Volunteer Jobs – Newton Open Studios’ Success depends on everyone involved!

Please Number 4 of the following jobs in order of preference (1 = most preferred)
Each artist volunteers for approximately 2 - 4 hours.

- WBUR call volunteer** – Answer phones at WBUR for a shift, and NOS is mentioned on air. First week in May.
This is a great job – lots of fun, and you get to support 2 organizations at once.
- Organizer for WGBH call volunteers** – Research dates, call volunteers and set up groups.
- Team Leader : Sandwich Board construction/placement**
- Sandwich Board construction team**
- Sandwich Board placement and collection team**
- Publicity/Marketing Team** – social media experts NEEDED!: twitter, facebook, etc
- Vidiographer** – create a short, funny or beautiful video to use in email campaign
- Distribution Team** – Deliver Guides to area stores. Or, hand out Map & Guides on street. May.
- Group placement coordinator** – help artists who require a placement to find a group
- Proofreader**
- Bundling Team** – prepare *Map & Guide* bundles for elementary school distribution.
- Display Panel Organizer** – keep track of who is renting display panels, who has paid, etc. Basic knowledge of excel or MacNumbers required.
- Display Panel set-up**– learn all the tricks of display-panel set-up – be available for consultation with other artists.
Help set up/break down Library Preview event, on May 5th.
- Preview Party team** – help organize and set up the May 5th event at the Newton Free Library.
- Data entry Team** – Type names and addresses, or other information into the computer. This can be done at your own pace, on your computer.
- Volunteer Coordinator** – contact artists about their volunteer assignments.
- Correspondent** – Type, print, mail communications to sponsors, etc.
- Graphic Design Team**– work on graphic design for ads, flyers, posters, etc.
- Info table staffer** – Kiddie Fair or Plant Sale – Hand out brochures and answer questions
- General Help** – Available on an ad hoc basis
- Other** – Suggestions for jobs you think would be helpful. Please describe: _____
