

## SCHEDULE OF EVENTS

### GROUP SHOW – Opening on November 3

All artists are encouraged to enter a piece in the Group Show but it is not mandatory. The salon-style exhibit (artwork hung from floor to ceiling) features a piece from each OSH artist. It assists viewers to locate you on the tour and is a way that OSH promotes your work. Jurors award prizes.

### KICK-OFF RECEPTION - Thursday, Nov 3 • 6-8 pm

Attend the Kick-Off to meet other artists and supporters. Join the 500+ people for a drawing, entertainment and award presentations. Bring friends to this mini-fundraiser and to vote for your piece as "People's Choice". Cocktails and favorite foods make it a party!

### PERFORMANCE ART WEEKEND - November 5 & 6

Performance venues, performance artists, filmmakers, musicians, dance groups, etc. are asked to contact us with interest in participating to expand offerings for the weekend. Included have been a Cinematic Celebration hosted at Real Art Ways and an ekphrasis event. *We welcome your ideas!*

### EKPHRASIS: POETRY, MUSIC & DANCE inspired by VISUAL ART

#### Saturday, November 5 • 2-4 pm

Poets, composers, musicians, dancers and performance artists of all kinds are sought to participate and pair with a visual artist or an artist of a different medium. Visual artwork is eligible to be chosen as the inspiration for a poem, composition and/or dance. The piece you submit for consideration must be the same piece you enter into the Group Show.

### DEADLINES:

Register by September 15<sup>th</sup> to be listed in the brochure CTNow Guide and signage not guaranteed after October 1<sup>st</sup>

**TO REGISTER:** Go to [www.openstudiohartford.com](http://www.openstudiohartford.com) to register online or to download a Registration Form. Use the following contact information to receive an application. Finish your registration by uploading or emailing images and Artist Statement/bio. Payment is available by check or Paypal.

Open Studio Hartford is produced  
by a non-profit organization:



P.O. Box 1138, Hartford, CT 06143-1138  
[www.artistsinrealtime.org](http://www.artistsinrealtime.org) • [www.openstudiohartford.com](http://www.openstudiohartford.com)

Direct questions to: Cynthia Bulaong, Executive Director  
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## **ARTIST MANUAL 2016**

**Produced by Artists in Real Time, Inc.**

The 26<sup>th</sup> Open Studio Hartford

**Thursday, November 3 • 6–8 pm • Kick-Off Reception**  
**Saturday, November 5: Ekphrasis**  
**Opening November 5: Group Show**  
**November 12 & 13 • Open Studio Weekend • 11am-5pm**

- A city-wide event for artists to exhibit and sell their work.
- A free, self-guided tour of art-related studios, live-in/work studios & homes, galleries, schools, businesses & other creative places.
- Join by opening your own studio or location OR join a group location!
- OSH accepts art of all mediums and skill levels.
- Opportunities for Dance, Music, Film, Poetry & Performance Art

OSH is designed to support and promote the arts, artists and their work, giving the opportunity to develop face-to-face relationships with potential buyers. The public has a chance to purchase local art, inspiring community creativity and bringing thousands of visitors to Hartford's neighborhoods!

### Some of our accomplishments & goals:

- Targeting and attracting art buyers to OSH
- Encouraging people to visit multiple venues
- Shuttle buses assisting people to move around comfortably
- Assisting all locations to make the most of OSH
- Opening landmark buildings such as Union Station
- Developing an effective Volunteer Committee

### 27<sup>th</sup> Annual event!

The 1<sup>st</sup> "Open Studio Weekend" was formed in 1989 by a handful of artists most of whom relied on the sale of art as their sole income. These local artists combined efforts to promote and support one another. By the 5th year, there were over 50 artists. In 1996, the first spring event included a show of 60 "visiting" artists under the Colt dome. With the opening of ArtSpace, OSH continued to grow and in 2003, Artists in Real Time (ART) was formed as a non-profit organization. OSH is a city-wide collaboration. A 25-year retrospective can be seen at [www.openstudiohartford.com](http://www.openstudiohartford.com) dedicated to the late Patricia Rosoff, Board member, educator and artist.

## PARTICIPATING IN OPEN STUDIO HARTFORD

**Who:** Over 200 artists, schools and arts organizations participate. “Visiting artists” from outside of Hartford are welcome to join group locations.

**Where:** You have the choice of opening your art-related location; if you do not have one or are from out of town, OSH will assign you an appropriate spot.

**What:** You may exhibit and sell all media of art including paintings, drawings, photographs, sculpture, digital art, jewelry, ceramics, fiber and more. There is no limit to the number of pieces you can exhibit and you may fill your space as you wish.

### **OPENING YOUR STUDIO or VENUE**

- All venues will be provided OSH signage for identification
- Notify us if your venue can use sponsor signage or banners
- Open Studios & Apartments should identify their door with art & signage
- Where possible, Open Studio signs & balloons will be distributed
- Provide refreshments and other activities to keep viewers engaged
- Hang helpful, directional signage and maps where necessary
- Work with the coordinator to market your venue with press releases etc.
- Venues will be individually credited in marketing materials
- Venues can consider a sponsorship level for further visibility
- Applying for grants and funding for your participation is encouraged

**Rules for Installation:** “Visiting artists”, will be assigned specific locations and informed of guidelines. For instance, at ArtSpace, Arbor St and Colt, picture hangers and nails may be used. Tables, displays, racks etc cannot extend beyond 18” from the wall per the Fire Marshal.

**Display Systems / Table or Centerfloor Exhibits:** If you display your work without the use of wall space, please inform us upon registration. You will be assigned a 10’x10’ space and more if possible. Wall space is extensive but is still limited. Let us know if you have a display system at your disposal.

**Set Up, Opening & Removal:** Depending on your venue, set up for visiting artists happens Wednesday thru Saturday morning. Being ready to go at opening time is mandatory and please remain in your space through closing. Do not break down early. Remove all property on Sunday at closing unless otherwise arranged.

**Stay with your Exhibit:** Plan to attend and/or have someone present at all times during the show. Work with your neighbors if need be ... you’ll want to interact with your audience and be there for sales and commissions. We suggest arranging someone to sit with your exhibit at some point so you can wander the event yourself!

**Sales:** Sales are handled by each artist and we do not take a percentage. You may sell prints, other artistic projects and commission customized work for the future. It is suggested that you are equipped to accept credit cards.

**Security:** Depending upon the venue assigned, it may be necessary to remove all or a portion of your display overnight Saturday. Work with neighboring apartments or studios if you’re in a hallway. Professional security will be provided in a public environment.

**Committees & Volunteers:** Consider lending your help and expertise (or that of your contacts, friends or family) in all areas including marketing, administration and fundraising. We need help gallery sitting, building signs, poster distribution, hanging banners, elevator operators, venue captains and shuttle guides, spackling and painting walls, security & parking attendants.

**Donations:** OSH is produced by a non-profit organization running on a small budget. Please think of us if you have access to goods or services that would be helpful in our general operations, supplies, food and hospitality needs for both the events, copy and print capabilities, etc.

**Sponsors:** Sponsorships are an important part of the OSH budget. Without them, the event cannot optimally operate. Please work with us if you have contacts for corporate, individual or in-kind sponsors. Formal and personalized solicitation kits are available.

### **SUBMITTING YOUR WORK FOR THE GROUP SHOW:**

You must be an OSH participant or an ART Member (\$35 donation)

- Your piece must remain in the ArtSpace Gallery for the show’s duration
- Size constraints depend on the number of participants
- Group Show visitation hours will have volunteers present
- Piece should be ready to displayed or hung (i.e. wire attached)
- Include an identification label securely attached to the back of the piece
- A label template will be available closer to the show

**Insurance and Liability:** Venues lending space for visiting artists and their management, ART, Cynthia Bulaong and her staff, assume no responsibility for the value of your artwork. The artist is responsible for their own insurance against theft or damage at any time.

### **Registration Fees begin at \$60:**

In addition to showing your work to many viewers, you receive ART Membership, Jerry’s Artarama Discount Card, listing in color brochure and CTNow Guide and a page with images on artistsinrealtime.org and openstudiohartford.com if provided.

### **Sponsored Artists:**

If cannot afford your application fee, ART may be able to help.