

Artist Packet - ARToberFEST 2016



Artist Information for 2016

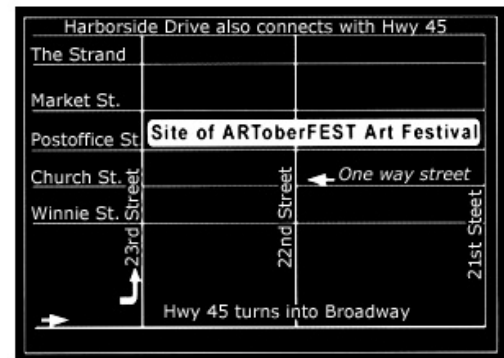
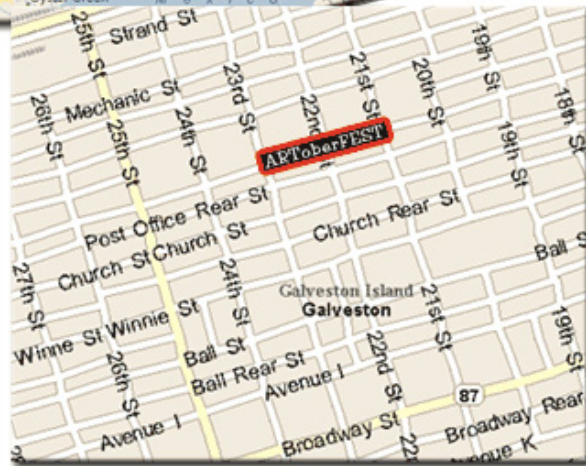
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Festival Location

- **Address:** Postoffice Street, between 21st & 23rd Streets Galveston, Texas 77550
- **Google Maps link:** <https://www.google.com/maps/@29.3051196,-94.7912,17z?hl=en>



On Site Contact Information

- **Artist Support Hotline:** 409-457-9780 contact Sarah Piel.
- **Address Issues/ Requests in Person:** Artist Check-In is located at the corner of 22nd Street and Postoffice Street in front of the McCrory's Building on Friday, October 14, 2016 at 4:30pm and on Saturday October 15th, starting at 7:00 am. You will receive entrance name tag and parking tags at this time. There will be temporary parking available at each festival entrance while you are registering and unloading. Your packet will include a site map indicating parking locations that are available.

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Festival Eligibility and Rules

By paying for your booth and participating in ARToberFEST, you are agreeing to abide by the following rules:

Eligibility

- ARToberFEST is open to individual fine artists and craftsmen, displaying their own original work. Artists must be present at the festival.
- No kits, molds, or edible art may be submitted.
- Artist representatives and agents, or gallery owners, will not be eligible.
- Participation is limited to a maximum 125 juried artists.
- Only artists accepted in the jewelry category may display or sell jewelry.
- Prints exhibited by artists accepted in the graphics/printmaking category must be limited editions and properly signed and numbered. Reproductions of other 2-D work must be clearly labeled "Reproduction".
- Ceramic works must be handmade by the artist. If multiple pieces of the same design are displayed, each must be signed.
- Participating exhibitors are responsible for collecting and paying current city and state sales tax for all sales made during the show.

Booth Placement

- Returning artists may request previously assigned space but, specific space not guaranteed. Ultimately location is at the discretion of the festival organizer. New location requests must be on the application.
- Booth assignments for new artists are at the discretion of the festival organizers.
- Though we can't guarantee all artists will receive their booth location choice, we make every effort to place the artist in the general location that is requested.

Tent Specifications

- Each artist must supply their own 10' x 10' clean white tent. Exhibit space is approximately 10' x 10'.
- Each artist's tent will have at least 5' of space on sides of tent to provide up to 3-sided customer access; the configuration is up to you.
- As the festival takes place on concrete streets, you must provide 50lbs weights for your booth for each leg of tent. October is a windy month, please be prepared. If your tent turns over in the middle of the night the event coordinator will call to let you know.

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Jury Process

Each artist must provide two (2) images of their work. Images are to be submitted through ZAPApplication. These images may be used to advertise the festival. In the event that a booth is shared, each artist must register and submit images, and will be juried separately. Entries are juried in June and acceptance emails and letter will be sent out June 30th, 2016. The jury process is for acceptance into the festival; no prizes are awarded. Artists who work in more than one medium must choose their "primary" work, with the option to submit additional images.

- The Fine Art Festival Industry at large does not allow galleries or artist's representatives to show at juried art festivals, nor do we.
- Festival Hours: 10 am - 6 pm Saturday and 10 am to 5 pm on Sunday. Artists must be present in booth.

Jury Information and Policies

- Our panel consists of 3 jurors. All jurors are selected from local Community Arts Organizations based on their specific interests, professional knowledge and/or background.
- Jurors change with each event.
- Work is scored on a scale 1 to 5 with total score of 15. We require a score of 13 and above to participate.
- Both images of work are viewed at the same time. Jurors are not shown the artists' name or any other identifying information.
- Jurors are asked to review all applications.
- Applicants will be notified of event acceptance or decline status by email by date noted on application.
- The jurors' decisions are conducted as a personal critique and as such, individual responses are not recorded.
- This year Best of Show ribbons will be given out to artists that score a perfect 15.

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Artist Check-In

- **Artist's Presence Required:** Artists must check-in for the event in person per festival rules; all Artists must be present on site during the entire festival.
- **Contact Information**
At check-in, you will be **required to provide mobile phone number in the event of an emergency.**

TIMES & LOCATION TO PICK UP ARTIST PACKET AND CHECK-IN:

TIMES: Friday, October 14th, 2016 from 4:30 pm to 9 pm or
Saturday October 15th, from 7:00am to 9:30 am

LOCATION: at the corner of 22nd and Postoffice in front of the McCrory Building.

Load in will NOT begin until all booth spaces are marked.

- **Limited late arrivals Friday night:** If you do not check-in and pick up your packet before 9 p.m. Friday night and plan to load-in before artist check-in opens Saturday morning, you will be considered a late arrival.
- We reserve the right to limit the number of late arrivals.
- In order to check in after 9pm on Friday, October 14th, you will need to make advance arrangements with festival staff. Galveston Police Department officers will be on site for security purposes. If arrangements for late set-up are not made in advance, Police Officers will not allow you to enter the festival area. Officers will have a list, and they will be checking identification before allowing anyone into the festival area after hours to load in.
- If you are a late arrival, you will need to pick-up your artist packet with your required booth sign and badges from the check in desk at the corner of 22nd and Postoffice Street in front of the McCrory building on Saturday morning between 7:00 a.m. to 9:00 a.m.
- Late check-in is discouraged. Festival staff will not be available to help you in case you have questions.
- **Check In Saturday, October 15, 2016 from 7:00 am - 9:00 am.** At the Information booth located on the corner of 22nd Street and Postoffice Street.
- **NO SET-UP IS ALLOWED AFTER 9:00 am OPENING DAY, Saturday October 15, 2016**
All vehicles MUST be out of festival site not later than 9 am

Parking (Saturday, October 15 and Sunday October 16, 2016)

- **Festival Provided Parking**
Reserved parking for artists will be located in 3 parking lots located on map. You will be given one parking ticket for each day and only one per paid booth space. Parking tickets are provided with your welcome packet. Please keep track of your parking tickets as we cannot provide replacements. If you need additional parking for a trailer you must pay for that on your own. The attendant can sell you an extra space. The cost is \$5 per space. Parking lots are within a block of each festival gate. A parking map will be included in your packet.

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Load-In Instructions

GENERAL RULES & PROCEDURES

Traffic is ONE-WAY on Postoffice Street

Please park as close as possible to your booth space; we realize this can be difficult sometimes.

You have ONE hour to unload your vehicle. This will be monitored by festival staff and volunteers. Please unload your vehicle in a timely manner, move it as soon as you have unloaded and come back to finish set-up. Do not unload into someone else's booth space. **PLEASE BE PATIENT AND CONSIDERATE OF YOUR FELLOW ARTISTS.** With such a high volume of exhibiting artists arriving at one time, we need to work together to make load-in as smooth as possible.

All vehicles must be off site by 9pm Friday, October 14th, No cars will be permitted after 9am on Saturday, October 15th, and no set-up is allowed after 9 am opening day.

- **EVENING LOAD-IN on Friday October 14th, begins at 4:30pm or as soon as all booth spaces are marked. We will send an email if we are able to allow artist to set up earlier than 4:30pm.**

You may not set up until all booth spaces are marked.

Vehicles are allowed to enter the festival for load-in through the **main gate located at 23rd and Postoffice Street. Postoffice is a one-way street heading East.**

You will also be able to enter the venue on 22nd and Church and 22nd Market.

Helpful Hints for a Smoother Load-In

- Once you have unloaded your vehicle, please move it out of the festival area as soon as possible. This will ease congestion.
- Do not unload your vehicle into someone else's booth space. It's Murphy's Law that they will show up when you have your stuff piled in their booth area.
- Find your booth before you drive into the festival area for load-in and please drive slowly. Since the festival is on a one-way street, if you inadvertently pass your booth space, you will need to circle through the area again.

Security

- 24-hour security will be provided by Galveston Police Department officers beginning Friday at load-in through the Festival and load-out on Sunday evening. All entrances and exits will be monitored.
- While every effort is made to ensure the safety of you and your artwork, we encourage vigilance while on site and request you do not leave your artwork, cash machines, credit card slips, receipts, etc. unattended. In the event of a theft or lost item, please text or call 409-457-9780.

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Festival Hours

- **Hours:** Saturday, October 15, 2016 – 10 am to 6 pm (you may start shutting down at 6pm. Staying open until 7pm on Saturday is optional)
Sunday, October 16, 2016 - 10 am to 5 pm.

Load-Out Instructions

- Break down will begin no earlier than 5:30 pm on Sunday, October 16, 2016
- Prior to vehicle access in your area, each artist must break down artwork and tent and put artwork and tent on the sidewalk.
- If you are located in booths 28, 29, 30, & 31 or have a center booth on 22nd street, it is helpful if you are able to break down and put your booth on the side walk as soon as the event is over to allow the traffic to move more easily.
- Vehicles may enter the site for load-out through Gate located at 22nd Street and Church Street. If your booth is located on Postoffice street you may enter venue at 23rd Street and Postoffice Street (this is a one way street)
- Your vehicle will only be allowed in the festival for one hour for loading. This will be monitored by staff and volunteers.
- Please be courteous to and patient with your fellow artists. We are all in the same situation, and we need to work together.
- Please pull in as close as you can to your booth.
- Traffic is ONE-WAY.
- **Streets must be cleared by 8 p.m. on Sunday, October 16, 2016.**
- Our security coverage ends once the streets are reopened.

Booth Signs

- A booth sign will be provided in your packet and must be posted.

Artist Hospitality Breakfast

- We will provide complimentary coffee and pastries from 7:30am to 9:00am on Saturday and Sunday at the corner of 22nd and Postoffice Street next to the check-in table.

Sales Tax Information

- **You will be responsible for collecting and paying sales tax of 8.25% on all items that you sell.** Galveston has a city sales tax of 2%, and Texas state sales tax is 6.25%. Galveston Island sales tax and Texas state sales tax are not filed separately. All sales taxes are filed through the Texas Comptroller's Office.
- **All Artists must have a valid Texas Sales Tax Permit**, which can be obtained through the Texas Comptroller's Office. You can obtain one online by following this link: <http://www.window.state.tx.us> and clicking on the "[Apply for a sales tax permit](#)" link located towards the bottom of the list in the middle of the page.
- **Artists are responsible for collecting and paying State Sales Tax.** You can contact the Texas Comptroller's Office with questions at (800) 252-5555 or check their website at <http://www.window.state.tx.us>. Under the "I Want To..." section of the Comptroller's Office website, the first link on the list, [File/pay sales and other taxes with WebFile](#), allows you to file/pay your State Sales Tax online.

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Artist Survey

- In an effort to improve our event we will be sending an artist survey via email. You will receive it the week after the festival. Please take time to fill it out. It will be short but will help us make our event better.

Amenities

- Galveston Police Department officers provide 24-hour security starting at load-in through complete load-out
- Booth-sitting provided
- Boxed lunches available for purchase in advance and delivered to your booth
- Artist Hospitality table will provide complimentary coffee and pastries which will be served Saturday and Sunday 7:30am to 9:00am
- Admission: adults \$5, children 12 and under are FREE
- Festival features Hands on art activities for kids
- Booth Fees: \$180
- Electric: Available in some areas. No outside generators allowed. Must make arrangements in advance. Additional \$50 charge

Hotel Information

(Please note that this is a sample list of properties, and does not constitute an endorsement of any property by ARToberFEST)

Comfort Suites

3606 89th Street

Galveston, Texas 77554

Local: (409) 741-9977

Reservations: (888)939-8680

Website: www.comfortsuites.com/hotel-galveston-texas-TX885

Courtyard by Marriott

9550 Seawall Blvd

Galveston, Texas 77554

Book via Phone:

Local: (409) 497-2850

Website: www.marriott.com/hotels/travel/glscy-courtyard-galveston-island-gulf-front

Commodore on the Beach

3618 Seawall Blvd.

Galveston, Texas 77550

Book via Phone:

Local: (409) 763.2375

Website: www.commodoreonthebeach.com

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Hotel Information continued

Double Tree

1702 Seawall Blvd.

Galveston, Texas 77550

Local: (409) 762-4141

Website: www.galvestonbeachhotel.com

Four Points by Sheraton

2300 Seawall Blvd.

Galveston, Texas 77551

Book via Phone:

Local: (409) 974-4796

Website: www.fourpointsgalveston.com

Inn At The Water Park

2525 Jones Drive

Galveston, Texas 77554

Book via Phone:

Local: (409) 740-1155

Website: www.innatthewaterpark.com

Townplace Suites

9450 Seawall Blvd

Galveston, Texas 77551

Book via Phone:

Local: (409) 497-2840

Website: www.marriott.com/hotels/travel/glsts-towneplace-suites-galveston-island-gulf-front

Moody Gardens Hotel

7 Hope Blvd

Galveston, Texas 77554

Book via Phone:

Local: (409) 741-8484

Reservations: 1-888-388-8484

Website: www.moodygardens.com

Tremont House

2300 Mechanic St.

Galveston, TX 77550

Book via phone:

Local:(409) 763-0300

www.thetremonthouse.com

San Luis Hotel and Resort

5222 Seawall Blvd.

Galveston, TX 77551

Book via phone:

Local:(409) 744-1500

www.sanluisresort.com

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RV Park Information

(Please note that this is a sample list of properties, and does not constitute an endorsement of any property by ARToberFEST)

Please check with individual properties for pricing and availability. RV park reviews can be found online at sites such as: <http://www.rvparkreviews.com/regions/Texas/Galveston.html>

Bayou Shores RV Resort

6310 Heards Ln.
Galveston, TX 77551
888-744-2837
<http://www.bayoushoresrvresort.com/>

Galveston Island State RV Park

14901 FM 3005
Galveston, TX 77554
409-737-1222
<http://www.galvestonislandstatepark.org/>

Dellanera RV Park

10901 San Luis Pass Rd.
Galveston, TX 77554
409-797-5102
<http://www.galveston.com/dellanera/>

Sandpiper RV Resort

Seawall @ Ferry Rd.
Galveston, Texas
409-765-9431
<http://sandpiperrvresort.com/>

Additional lodging information can be found at www.galveston.com

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Helpful Information

Home Depot

702 65th Street
Galveston, Texas
409-744-4895

Wal-Mart

6702 Seawall Blvd.
Galveston Texas
409-744-8677

Target

6128 Broadway Blvd.
Galveston, Texas
409-740-0102

Kroger Grocery Store

5730 Seawall Blvd.
Galveston, Texas 77551
409-741-8580

Randall's Grocery Store

2931 Central City Blvd.
Galveston, Texas
409-744-0413

Walgreen's with a 24 hour pharmacy

308 Seawall Blvd.
Galveston, Texas
409-763-3588

Taxi Service

Yellow Cab Services
409-763-3333

Texaco

1928 Broadway St
Galveston, TX 77555
409-765-9720

UTMB Hospital ER

901 Harborside Dr
Galveston, TX 77550
409- 772-1191

West Isle Urgent Care Clinic

2027 61st St.
Galveston, TX 77551
409-744-9800

Mod Coffee House

2126 Postoffice Street
Galveston, Texas
409-765-5659

Galveston Pack and Ship

527 21st Street
Galveston, Texas
409-765-6165

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Restaurants

Some staff favorites near the festival:

Prices range from \$ Inexpensive to \$\$\$\$ More Expensive

Beach Hut \$\$
713 Seawall Blvd.
409-770-0089

Fuddruckers \$
111 25th Street
409-539-3444

Eat Cetera \$\$
408 25th Street
409-762-0805

Mosquito Café \$\$
628 14th Street
409-763-1010

Farley Girls \$\$
801 Postoffice Street
409-515-7800

Queen's BBQ \$\$
5428 Ave S
409-762-3151

Gumbo Bar \$
2107 Post Office Street
409-744-8626

Sunflower Bakery \$\$
5121 14th Street
409-763-5500

Float Patio Bar \$
2828 Sewall Blvd.
409-765-7946

Scholtzsky's \$
500 Seawall Blvd.
409-763-6173

Saltwater Grill \$\$
2117 Postoffice Street
409-762-3474

Shy KatZ Deli & Bakery \$\$
1528 Ave L
409-770-0500

Rudy & Pacos \$\$
2028 Post Office Street
409-762-3696

M&M Restaurant \$\$
2410 Church Street
409-766-7170

Sky Bar (Sushi Bar) \$\$
2105 Post Office Street
409-621-4759

Pho20 Vietnamese Restaurant \$\$
2101 Broadway
409-750-9200

Stork Club \$
2101 Post Office Street
409-750-9136

Mario's \$\$
628 Seawall Blvd.
409-763-2825

Zack's Mac Shack \$
2101 Post Office Street
409-750-9136

La Mixteca \$
1818 Mechanic
409-762-2255

The Black Pearl \$\$
327 23rd Street
409-762-7299

Yaga's Restaurant \$
2314 Strand
409-762-6676