

## **ARTIST INFORMATION**

### **Millstream Arts Festival**

This festival offers artists a market to display and sell their work to a large, interested audience. All artwork is juried, which provides us with a higher level of quality, diversity and creativity of art on display, exemplifying the gifted artists in the region.

The event is a festive environment with a wide variety of visual arts, music, dance, enticing foods and hands-on art activities for children. Artists' fees are used to produce the event the following year. The festival is held annually on the last Sunday of September. Crowd numbers are estimated at over 5,000.

#### **Description of the Day**

Millstream Arts Festival is an outdoor event on Main Street in downtown St. Joseph, rain or shine. The festival opens to the public at 11 AM and ends at 5 PM. Arrival and set-up can begin as early as 7 AM on the day of the festival. Artists and food vendors are expected to come prepared for all types of weather. They are also asked to be set up and have their vehicles removed from the exhibit area **by 10 AM**. Food booths will open and entertainment will begin at 11:00 AM, continuing throughout the day. **All artist and food booths are expected to remain set up for the entire event.**

#### **Eligibility**

Participation is open to all artisans working in basketry, ceramics, fibers, handmade paper, glass, jewelry, leather, metal, wood, mixed media, and original two-dimensional fine arts. The work exhibited must be of original concept, design and execution. Commercial reproductions are not acceptable. All artwork must be presented by the artist submitting the application.

Upon acceptance of an application, artists will receive an email or letter notifying them of their acceptance. In some cases, more specific instructions and information will be requested of applicants. The deadline for applying is September 1, 2011.

#### **Exhibit Areas**

All artist booths will be set up on pavement in downtown St. Joseph, rain or shine. There are no options for electricity. Exhibitors may bring battery lighting. The booth spaces are app. 10' x 10' in size. Every effort is made to maintain a balance of media and high visibility for all exhibitors.

The festival is held rain or shine. Participants must provide their own display materials including tables and canopies, which are strongly recommended. Displays must be set up by 10 AM the day of the festival and **work displayed the entire time the event is open to the public** (11 am-5 pm).

Artist booths and materials must be removed from the street by 7 PM after the close of the festival. All proceeds of sales go to the participating artists.

## **Jury Process (Please read carefully.)**

Participants from the previous year's festival are considered pre-juried. All artwork new to Millstream Arts Festival must go through our jury process. A specially-appointed panel of experts in the art field will look for quality, originality and consistency of design. The identities of the artists remain anonymous during the entire review process—all submitted images must be free of signatures, headshots or other identifying marks.

Only digital images of artwork will be considered by the jury. Printed images will not be accepted.

Images may be saved to a compact disc or other digital storage device and sent, with application and payment, to:

Millstream Arts Festival  
Artist Committee  
P.O. Box 448  
St. Joseph, MN 56374

Images may be submitted digitally as email attachments and sent to [millstream@millstreamartsfestival.org](mailto:millstream@millstreamartsfestival.org).

Three JPG images are required per medium, plus one image of your outdoor booth display. Maximum image size is 1000 KB (1 MB) per image.

The CD or body of email must be labeled with applicant's name and category. The following information must accompany the images:

- Description of the artwork
- Date of creation

Applications that do not follow these guidelines will be returned.

CDs digital devices belonging to accepted artists will be returned on the day of the festival. CDs of non-accepted work will be returned with a refund of the exhibitor fee. Jury fees are **not** refundable.

## **Fees structure**

Applications and fees are due by **SEPTEMBER 1, 2011**.

Artist fees are structured in three ways:

- Single booth/exhibitor fee      \$70 / \$80 after SEPT. 1
- Shared booth/exhibitor fee      \$50 per artist / \$60 after SEPT. 1 (limit 2 per booth)
- Literary exhibitor fee            \$35 per person / \$45 after SEPT. 1
- Jury fee                                \$10 (non-refundable)

## **Artist Awards**

Cash prizes will be awarded to three artists in recognition of the highest creativity and quality shown amongst exhibitors. Awards will be given during the festival as follows:

- Best of Show                        \$250
- 1st Runner-up                      \$150
- 2nd Runner-up                      \$100

## **Jean Matzke Art Scholarship**

Ten dollars of each booth fee is donated to the Jean Matzke Art Scholarship. Jean Matzke, who died in 2009, played an integral role in the early years of Millstream Arts Festival. This scholarship was created in her honor and is used to award area school arts programs, community art initiatives, and individuals.

## **State sales tax**

Exhibitors are responsible for collecting and reporting Minnesota Sales Tax. Call the Minnesota Department of Revenue at (651) 282-5225 or view their website at [www.taxes.state.mn.us](http://www.taxes.state.mn.us) for more information.

## **DAY OF THE FESTIVAL**

- Registration is between 7 and 10 AM.
- **Please enter the festival on College Avenue NORTH of Minnesota Street.** <http://mapq.st/i2AmRY> **No other access will be available.** Check in at the Information Booth on the corner of College Ave and Minnesota (Main) Street.
- Displays must be set up by 10:00 AM. Artist booths and materials must be removed from the street by 7 PM after the close of the festival.
- If you must cancel your booth, please notify the festival committee by September 1, 2011. [millstream@millstreamartsfestival.org](mailto:millstream@millstreamartsfestival.org).