

**Application for 2023 Fountain Hills Art League
11th Annual Tour 'd Artistes March 3-5, 2023**

Purpose of the Tour: To raise money for art projects in our local schools.

First and Last name _____

Mailing address _____

Email address _____

Website _____

Phone number _____

Advertising and Brochure Information - This verbiage is what will be used in advertising and in our brochure.

Medium _____ Studio/Host Name _____

One sentence describing you process or inspiration for current work. This is for advertising, publicity and website.

Participation Commitment: please initial each of the following.

_____ I will be responsible for all licensing and permits required by Arizona and Fountain Hills

Arizona State Privilege Tax License Number _____ Fountain Hills Business License Number _____

_____ I agree to show only my own original artwork. I will not sell any objects other than my artwork at the tour and will not sell the work of other artists.

_____ I am a member of the Fountain Hills Art League. 2023 Art League dues are paid by November 7, 2022
Dues for 2023 must be paid (with a separate check to Art League) before tour registration is complete.

_____ **I agree to read and reply, as needed, to tour informational emails**

Please put these dates on your calendar. If you cannot attend, please be sure you inform the chairperson, and ensure someone from your committee and studio is attending. Meetings will be short, concise and informative.

- **Tuesday, October 11, 2022 6 :30 PM at Elaine and Lloyd Tarr's home, 16608 E. Trevino Dr. or email lloyd@tarrs.com for Zoom Meeting information All tour participants are expected to attend,**
- **Tuesday, January 17, 2023. All tour participants are expected to attend. Place TBD 6:30 pm,**

Registration Options You must meet all the deadlines.

() **Due October 11 2022** – enclosed - **\$100.00** registration fee and separate check for Fountain Hills Art League Tour
Registration Fee

() Late registration **Due November 7, 2022** - enclosed **\$150.00** registration fee and separate check for Fountain Hills

Entry fee is NON REFUNDABLE and must accompany application. Tour Registration is not complete until this form is completed, bio and photos for website are received.

() Will supply new bio and photos for 2023 () Please use my bio submitted for 2022 tour

() Please use my photos submitted for 2022 tour

Studio Assignments and Responsibilities:

- All Host Artists must live in Fountain Hills and not in a gated community.

() Yes, I want to host a studio at my house or workshop. Studio name _____

() Yes, I want show at someone else's studio. My preference is _____

- Studios open from 10am-5pm each day of the tour. **No take downs until 4 pm Sunday. Failure to comply may preclude registration in the following tour.**
- Each studio is responsible for putting up and taking down the signs each day.
- All signs provided must be returned at the end of the tour at the TBD announced time and location.
- Each studio is responsible for supplying the refreshments and music as you wish.
- Studio raffles are at the discretion of the individual studios. Explanations of how studios have done this successfully in the past will be shared at the **ALL ARTIST meeting Tuesday, October 11, 2022**
- The tour committee reserves the right to reject any applicant.

Tour Brochure: Please indicate the number of copies you would like to have to send or pass out to clients, friends, neighbors, etc. Does not include sponsors

Circle the number of brochures you need: None 10 20 30 40 50 60 70 80 90 100 125 150 175 200

Tour Committees: Please review the Task Planner Document and list below what task you would like to do. Volunteers will be assigned to committees on a first come, first filled basis. So, sign up early

Task	Will Chair	Will Work on Committee
Registration Process	Elaine Tarr	
Recruiting Sponsors		
Signage		
Packets		
Press Releases		
Newspaper Articles		
Brochures		
Brochure Distribution		
Website	Lloyd Tarr	
Social Media		
Newspaper Ads	Lloyd Tarr	

Assist the task owner in completing the required task to receive a \$50 refund towards your Tour registration.

_____ Sign up a minimum of 2 sponsors, provide them with brochures to share and write a thank you note.

Please list the companies you will ask: _____

Tour Website Artist Gallery

You are invited to send photos of your work to Lloyd Tarr - lloyd@tarrs.com by **December 1, 2022** for posting on a personalized web page. This is free advertising for your work. Contact Lloyd for specific information about this opportunity.

() I would like to have edits to my personal gallery page

() I would like to have a personal gallery page created

Please enclose your application and check payable to Fountain Hills Art League (FHAL) and bring to October 11 2022, Art League Meeting, or send to:

Sandy Herbst, 15203 E.Ridgeway Drive, Fountain Hills, AZ 85268 To be received by **October 11, 2022.**

Email your images and bio for the web site to Lloyd Tarr at lloyd@tarrs.com by **December 1, 2022**

SIGNATURE OF APPLICANT _____ Date _____

This application is available on Art League website to print out. For any questions, please contact the 2022 Tour Co-Chairs - Lloyd Tarr 489 773-8915 lloyd@tarrs.com Elaine Tarr 480 773-8913 elaine@tarrs.com;

Tour Task Details

Registration Process:

- Form
- Cost
- License and TPT
- Studio Assignments

Recruiting Sponsors:

- Paperwork
- \$100
- Refund on registration
- Brochures
- Thank you note

Signage

- 4 signs for street placement
- 1 sign in front of studio
- Artists need to help studio host with putting up and taking down the signs each day

Packets

- Each studio host will receive a packet of information.
 - Attendance tally sheets – may get clickers to count visitors this year
 - Direction and “Watch Your Step” signs for each studio

Press Releases

- Each artist will be asked to submit high quality picture of their artwork for use in press releases
 - Press released should be submitted to in November.

Newspaper Articles

- Write 4 to 5 articles about the artists at the different studios.
 - Each article should have a group picture of the artists at the studio(s) in the article
 - Work the Fountain Times to schedule and get the maximum number of words for each article.

Brochures

- Put the Tour Brochure together
 - Have new map made for 2023 Tour
 - Have the brochure ready for the printer by December 1st
 - Work with printer on pricing and schedule.
 - Have brochures ready to hand out by January 9th, 2023

Brochure Distribution

- Get the brochures out to the Public
 - Tour Members
 - Art League Members
 - Fountain Hills, Mesa and Scottsdale businesses
 - Realtor Offices
 - Restaurants

Website

- Design and load the Tour d’ Artistes website
 - Have the initial information about the tour including the registration form by September 1st.
 - Update the gallery pages as required by January 1st
 - Have the online tour brochure on the webpage by January 1st

Social Media

- Set up and manage the Facebook and Instagram sites
 - Provide documentation to tour member on to load their info
 - Monitor the sites for any abusive posts
 - Encourage the posting of videos showing the artist and their work

Newspaper Ads

- Work with the FH Times to get ads in the paper for the tour
 - Meet with the FH Times to establish the cost for each ad the date to run
 - Prepare the ad artwork as required by the Times, one 3.55x4 inches to run on Feb. 1st and Feb. 15th and one larger ad 3x6 for March 1st, 2023