



Art Port Townsend

Northwind Arts Alliance

STUDIO TOUR CHECKLIST

DUE MAY 15, 2007

Please return to:

Susan Hazard
Art Port Townsend Studio Tour Chair
60 Vancouver Lane
Port Townsend, WA 98368-9675

1. **Artists** participating in the Studio Tour may or may not be members of the Northwind Arts Alliance. Make separate check(s) payable to the **Northwind Arts Alliance**.

_____ \$25 or more Northwind Arts Alliance membership fee (for those not currently members)

_____ \$50 fee for each member artist participating in the Studio Tour

OR

_____ \$100 fee for non-member artists participating in the Studio Tour

2. **Information**

Artist Name _____ Medium/Media _____

Studio Name _____ Telephone _____

Website _____ E-mail _____

Mailing Address _____

City _____ State _____ Zip _____

Studio Street Address _____

City _____ Zip _____

3. **Demonstration** – Please write a one-paragraph description of what the tour participants can expect to experience when they visit your studio. We would like to emphasize education. Artists are encouraged to demonstrate and/or talk about the work and process. For more space, use back of form.

Will art be available for sale at your studio site? Yes _____ No _____

4. **Directions** - Please tell us the best directions to your studio. Indicate any special parking requirements.
5. **Signage** – Every studio location will be provided one (1) official **Art Port Townsend Studio Tour** sign to mark your site. If you have difficult directions that would be assisted by directional signage, indicate how many additional signs you would like to use.
6. **Tour Site Volunteers** – Artists are asked to locate a volunteer to act as welcoming host at your studio site.
7. **Release Forms** – Please sign and return the Privacy Release Form and Copyright Release Form.
8. **Publicity** – The Studio Tour will be publicized in The Leader and on the web in addition to a variety of regional press releases. Please submit the following for publication in the Art Port Townsend Festival insert:
- _____ An image of your work (slide, photo, digital)
Would you like us to use your image from a previous year? Y / N
- _____ A brief artist statement
Would you like us to use your artist statement from a previous year? Y / N
9. **Poster / Brochure / Web Site** (See Visual Image Form) – Check out www.northwindarts.org and last year’s brochure (available at the Northwind Gallery).
- a. Mail completed packet and check(s) to Susan Hazard, 60 Vancouver Lane, Port Townsend, WA 98368-9675

- b. Additionally, if you have e-mail, please e-mail items no. 3 (demonstration), no. 4 (directions) and no. 8 (artist statement) to:
susan.hazard@cablespeed.com
- c. Use my information from a previous year (if applicable)
- d. I want to link my website and/or e-mail address
- e. I do not wish to be on the web site
- f. Send visual image (**slide or photo** ONLY) to Susan Hazard, 60 Vancouver Lane, Port Townsend, WA 98368-9675
- g. Send **digital image** ONLY to:
susan.hazard@cablespeed.com

10. Will your studio be open by appointment during the year, in addition to the Studio Tour October 20 & 21, 2007?