



KINGSTON WOMEN'S ART FESTIVAL

Festival Guidelines

REGISTRATION AND APPLICATION

Artists must pre-register for this festival. The deadline for artist entries is July 31. Artists participate at their own risk. The festival is not liable for damage, loss, or theft of artwork or personal belongings. The Kingston Women's Art Festival goes on, rain or shine!

WHO IS ELIGIBLE TO EXHIBIT IN THE WOMEN'S ART FESTIVAL?

The festival is open to women artists who design and create original art work. The total body of work must be handmade by the woman artist who registers. Each artist must register separately and the non-refundable \$70 fee applies to each space. If sharing a booth with another artist, you must each register separately and each pay a \$35 fee. We encourage and appreciate the support of male partners and friends. However, we request that in keeping with the spirit of the festival, women artists must be present to interpret their work and manage their displays even when displaying with others.

IS THERE ANYTHING AN ARTIST MAY NOT SELL?

Artists may not sell food products (without proper licensing and permits from the city), plants, kit/production lines, direct sales, imported goods or other artists' work. Artists who attempt to sell these items will be asked to remove them from their display. Please go to the [about](#) section for more information about this festival and its mandate.

FESTIVAL INFORMATION BOOTH

The Women's Art Festival Information booth is located near the City Park building (where the washrooms are situated). Please check in with the information booth upon your arrival at the Festival. We will confirm your booth location within the park and provide you with your Participant Registration Card which must be visible on your display.

DISPLAY CONSIDERATIONS

Displays should be simple and well-anchored. Participants are responsible for all chairs, tables and weather protection. We are too large for a rain location, so we ask that you use your own judgment should the weather turn unpleasant.



DISPLAY AREAS

Booth spaces are marked with paint lines. Please take only the space allotted to you. Please ask Festival staff if you are unsure of where to set up. Booths are marked off at roughly 12'x12' and booths can be no larger than 10'x10'. Adjust accordingly if you've booked a double booth.

UNLOADING, SET UP AND PARKING

*****ABSOLUTELY NO PARKING WILL BE ALLOWED ON THE GRASS.*****

You may drive to your area to unload, but all vehicles must be removed promptly. Be respectful of no parking areas and bus stops. There is free parking available in the streets surrounding the park, just be sure to pay attention to the signs as not all areas provide free parking on Sundays.

EARLY SETUP

Again this year artists will have the option by special request to set up Saturday, between 5:00 and 7:00 p.m. Overnight security has been arranged. If you wish to set up Saturday, please make sure you indicate this on your registration form. **Do not leave valuables in the park overnight.** All items are left at your own risk.

FOOD AND BEVERAGE

Food and beverages will be available for purchase from local vendors. Accessible washroom facilities are available on-site.

ACCESSIBILITY

City Park is an accessible venue, all display areas are on paved pathways.

FESTIVAL DAY INFORMATION FOR REGISTERED ARTISTS

Please note the following festival day protocols:

1. Please come to Kingston City Park any time after 8:00 a.m. to register and set up your display.
2. Please see our Festival Directions document for directions to the festival site in the City of Kingston. No set-up is allowed before 8 a.m. If this happens, you risk not being admitted to the park as well as losing your registration fee.
3. Please come to the Information Tent to check in and pick up your Participant Registration Card. This 8.5"x 11" card will identify registered festival artists and allow patrons and Festival Staff to find you more easily.
4. Please **do not** take apart your display prior to 5pm. You must remain set up for the full duration of the festival.

THANK YOU

We would like to take this time to thank all artists for participating in supporting the Kingston Women's Art Festival. Your generous support, time, talent and donation is greatly appreciated by the many organizations who benefit from this wonderful event.

Women's Art Festival Committee
ygkwomensartfestival@gmail.com

