

BRICKBOTTOM OPEN STUDIOS - NOVEMBER 17 & 18, 2018, NOON to SIX

INFORMATION SHEET

Please read this **CAREFULLY** and provide **complete and accurate information**. Incomplete forms will be left unprocessed.

REGISTRATION: Early-bird registration (\$75) closes **JULY 31**. Regular registration (\$100) closes **SEPTEMBER 15**. Late registration (\$125) **AFTER SEPTEMBER 15** (must register by October 10 to be listed on the Participants Directory).

INVITATIONS: All participants will receive 25 printed cards by the start of November; you can request more. You will receive an electronic invitation for e-mailing or posting to social media networks.

WEB SITE: The list of participating Open Studios artists on the Brickbottom.org website will be updated once all the registration forms have been processed. It will link to your official BAA member page. Update your BAA member page as often as you like; make sure your contact information is accurate.

HALLWAYS: Participating artists may display their work in the halls near their studios and a piece near the elevators. Share the available space with other artists on your floor. Please do not hang work in areas marked "reserved". **DO NOT** post signs pointing the way to your individual studio. We will post generic "more art" arrow signs directing traffic to ALL studios.

PUBLICITY: Every year, nearly half the attendees are first-timers who heard the WBUR radio ad or saw our print ads. PLEASE help us out by posting this event to your social media networks. "Friend" our "Brickbottom Artists" (not "Brickbottom Group") Facebook page and post enticing pictures there to create a buzz in advance.

NON-RESIDENT BAA ARTISTS: We will try to find a host or a space to show for everyone. If you have shown here before, contact the resident who hosted you previously. If we cannot find a space for you, your registration fee will be refunded. **Please be present throughout the entire OS event (Sat/Sun noon-6PM)**. Neither the BAA nor the Trust is responsible for lost or damaged work exhibited by any artist. If you have your own display and lighting system, you may be able to use them. For detail, please contact Travis Lowry (traviskirklowry@gmail.com), the Affiliate Artist Liaison.

SHARING SPACE: If you have hosted non-resident artists in your unit before, you may be contacted directly by those artists in the coming days. If you wish to share your space this year, contact Pier Gustafson (piergustafsonstudio@gmail.com), the Affiliate Artist Liaison. You will receive \$25, **after the event**, for **each** affiliate artist you host within your space.

WORK: Every participating resident artist **MUST** sign up for a task, unless you pay the volunteer-duty exemption fee of \$30. Sign up online:

https://docs.google.com/spreadsheets/d/1nYlvmKeEOucl6-OvIhVFruGlpT9Z_2Cenxd2U1jKVKA/edit?usp=sharing

PRESS IMAGES (OPTIONAL): Email a high-resolution (300+ dpi) image to michael.dacey@gmail.com, identifying the title and medium of your piece, and your name as you would like it to appear. Alternatively, burn the image on a CD-R disc and return it with the form and payment. On the disc, write the title and medium of your piece, and your name as you would like it to appear. Select a piece that works well in gray-scale, in case of black-and-white publication.

DIRECTORY EXHIBIT: Each artist displays one piece in this show, so that visitors can see a sample from each and every artist at Open Studios in the Brickbottom Gallery space (1st floor of Cannery building). **Drop off your piece to the Gallery on Oct 15, 9-11 AM or 6-8 PM. Pick up promptly after Open Studios closes on Sunday.**

On behalf of the Open Studios Committee, The BAA Board and the Gallery Director, we thank you!!!

Questions? Email bbos@brickbottom.org