



Community Arts Partnership, 110 N. Tioga Street #301, Ithaca, NY 14850
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2024 Ithaca Artist Market Guidelines & Application for Artists (not just visual artists!)

EVENT: Friday, August 9, noon to 7:30pm

APPLICATION DEADLINE: **Thursday, May 30, 11:59pm**

NOTICE OF ACCEPTANCE: Wed, June 5

These guidelines are for **individuals only**.
If you are a **Tompkins County not-for-profit**, there are separate guidelines
and a different google form to fill out found at ArtsPartner.org
Food/wine/beer/vendors, contact info@artspartner.org for instructions.

**Please do not fill out the Google Form application
before carefully reading these guidelines.**

The questions in the application refer to details outlined in this document, and asks for certification that you understand and agree to all the parameters outlined below.

ITHACA ARTIST MARKET GUIDELINES

ABOUT THE COMMUNITY ARTS PARTNERSHIP

The Community Arts Partnership (CAP) is Tompkins County's arts council. CAP connects artists and audiences through our events: the Spring Writes Literary Festival, the Greater Ithaca Art Trail, the Ithaca Artist Market, the CAP ArtSpace gallery, and the CAP-a-Palooza Art Sale. CAP also supports artists and communities through five grant programs, workshops, and networking events. Visit ArtsPartner.org to learn more.

ABOUT THE ITHACA ARTIST MARKET

- Now in its 32nd year, the annual Ithaca Artist Market is a juried show and sale of fine art and functional fine art (and can also include any discipline of artist with work to sell such as musicians, writers, and filmmakers).
- The 2024 event takes place on Friday, August 9th, 12pm to 7:30pm at the [Ithaca Farmers Market](#), co-sponsors of the Artist Market.
- The Farmers Market is a large open-air covered structure with 88 booths on the inlet leading to Cayuga Lake. About 70 booths are reserved for artists selling work. Artists can have their own booth or can share with one other artist.
- Remaining booths are reserved for local arts organizations, community groups that foster the creative expression of diverse communities, and food/wine/beer vendors.
- The East Hill Jazz Group will play throughout the event, and there will be short (10 minute) performances near the dock. Hopefully, Discover Cayuga Lake will run a boat tour!
- The Artist Market is advertised through e-blasts, social media, calendar listings, interviews, press, paid advertising, and more. The Farmers Market will also promote the event. **Participating artists are expected to reach out to their audiences and help spread the word.**
- In 2023, sales from 75 artists averaged \$600 each with a range of \$0 to \$6,000. The market is also a great place to have conversations about your work and make valuable connections.
- The Artists Market is a juried show. Decisions are made by a panel of local artists (who do not participate in the market), CAP staff, and local curators.
- Submitting an application is not a guarantee of acceptance as we expect over 150 applications for about 70 booths. Applicants will be notified of acceptance or non-acceptance by June 5th at the latest. See "Acceptance Criteria" below.
- Being in the market in the past is not a guarantee of acceptance.

BOOTH FEE, SCHOLARSHIPS, or PARTIAL PAYMENT

- One artist in one booth: pay \$130
- Two artists sharing one booth: Each pay \$85
- Pay or postmark by deadline. **Your check or online payment will be returned right away if you are not accepted.**
- CAP has a limited number of **full or part scholarships** available. (If you can pay, please do so. We need the funds to offset the costs of the event. If not, there's a question on the application that you are interested in a full or partial payment scholarship and we'll get back to you! Thanks!)
- Checks are made out to "Community Arts Partnership" and mailed to the address above. (Please email for instructions if you'd like to hand deliver. We do not have regular hours.)
- Online payment can be made at the [Artist Market page.](#)

SHARING BOOTHS

- Up to two individual artists can opt to share one booth. If you would like to share a booth, you can indicate that on your application. If you know who you'd like to share with, you can indicate that as well.
- Note that each artist must apply separately. There is no guarantee that the artist you wish to share with will be accepted. If that is the case, we'll contact you to see if you'd like us to match you up with another artist. If you'd like to share and don't have someone in mind, we can match you with another artist.

WHO CAN APPLY? ARTISTS OF ALL DISCIPLINES!

- **Artists of all disciplines** (not just visual) who wish to sell their work can apply:
 - **Visual Artists** selling fine art: paintings, prints, photography, drawings, collage, artists' books, fiber art, sculpture, ceramics, and fine art functional work (art that serves a function, but is designed artistically).
 - **Writers, Musicians, Performing Artists, Filmmakers** can sell books, zines, journals, chapbooks, film, CDs, albums and the like.
- **Preference is given to Tompkins County artists**, although consideration is given to providing visitors with a varied art show. Therefore, if a number of local applicants share the same medium and/or style, other more rare mediums from local or out of county artists (e.g. etchings, artists' books) may receive higher consideration for acceptance.
- **We are also seeking artist diversity from Tompkins or other locations.** Artists of color or artist that represent different cultures from Tompkins and/or nearby Counties will receive high consideration.

ACCEPTANCE CRITERIA

- Artist's work must be the applicant artist's own original design. Work must be well conceived and well executed.
- Decisions about the applicant's work is based on the parameters above ("Who Can Apply," submitted work sample, and presentation of work sample (visual artists) or link to work (other types of artists)).

TERMS

- The decisions of the jury are final.
- Aside from short breaks, the artist must be at the booth throughout the event.
- If two artists wish to share a booth, they must both be present at the event.
- Exhibited work must be for sale and clearly priced.
- Artists must sell their own work only. Artists may not sell art work by family members, fellow artists, or friends who have not been juried into the show.
- Submitted images must represent the work you wish to show at the Market. If you'd like to bring (for example) paintings and ceramics, submitted images must include both. It's possible that you may be accepted for one type of work and not the other.
- Artist is responsible for being ready by 11:45 and remaining open until 7:30m. Artists cannot leave or pack up early (unless the weather plays a part).
- Artists cannot play their own music or run video with sound. If you would like visitors to hear something recorded or online, headphones or bluetooth must be used.
- Artists may not remove anything screwed in or nailed down in their booth. Full details about your booth will be in your confirmation information. Artist must work with the oddities or limitations of the booth provided.
- Artist is responsible for their own sales tax collection.
- An accepted artist who can't attend the Market can have their fees returned up until August 1st. No fees will be returned after August 1st for any reason.
- Artist must agree to fill out a follow up form after the event (asking how the market went for you!) within 10 days.

BOOTH DESCRIPTIONS and MARKET CONDITIONS

- The market is an open air structure with a roof.
- You can find a .pdf with images of each Farmers Market booth on our Artist Market page.
- The booth images are up to date as of May 13. The regular inhabitants of booths can change them anytime, so there's no guarantee that the images will be up to date in August. (Note: "no food" on the map means no food vendors can be in that booth.)
- Most booths are about 12' x 10' deep with a roof. Most have dirt floors, some wood.

- Each booth is different and is tailored by their usual Farmers Market vendor. Some have shelving, some have counters that stretch across the whole or part of the front.
- Once CAP assigns a booth, it cannot be re-assigned.
- Artists agree to leave their booths exactly as found (remove tacks, screws, garbage).
- The Ithaca Farmers Market has strict rules regarding garbage and parking. Accepted artists will receive these rules with confirmation and must abide by them.
- There are electrical outlets in between each booth.
- The Farmers Market has wi-fi, but it is very spotty and frustratingly unreliable. We highly recommend you provide your own hotspot or use your phone for transactions.
- The market has an ATM and multiple bathrooms. The office will be staffed.

ASSIGNING BOOTHS

- Having a particular booth in previous years is not a guarantee that an applicant will continue to be given that booth. Many factors come into play when assigning booths. Not all booths on the .pdf are available.
- Artists who apply for the Artist Market and have a regular booth for the farmers market season will be given their usual booth. Food vendors will also be given their usual booths.
- Corner booths will go to two artists sharing a booth.

REQUESTING A BOOTH

- It is optional for applicants to list specific booths in order of preferences, or you can say “no preference.”. For example: “In order of preference: 45, 65, 76, 67, 2, 3, 16, 17...” Or a request can also be made for a “shelf across the front” or “completely open booth” or “walk in booth.”

NOTE: Each year, the majority of artists request the same 5 to 10 booths or booth specifications, i.e. “must have open booth”. For this reason, please list as many booths as you can. This gives you a higher chance of getting one on your list. It is not possible to give everyone what they ask for, although we try. Artists can decline to be the market if they are not satisfied with their booth and their fee will be returned.

- Artists who have been in the Artist Market for years in a particular booth are encouraged to check the .pdf booth chart to see if it has changed.
- Artists can specify that they would like to be near (or not near) the music. The East Hill Jazz Group will play throughout the day at the north end of the structure in the half circle of booths. The group is not amplified and includes guitar, bass, trumpet and voice. We have found that many artists prefer to be near the group or you may NOT want to near the music. If you do not want to be near the music, make sure not to list booths 65 to 82 in your preferences. You can also say “do not put me in booths 65-82.”

AGREEMENT AND DISCLAIMER

- Artists who are accepted into the market must agree with these terms:
- The Community Arts Partnership and the Ithaca Farmers Market, its agents, employees and officers shall not be held liable for failure to fulfill or perform its contractual obligation provided such failure is caused, occasioned or furthered by closures of site locations due to any cause or causes beyond its control, including, but not limited to fire, covid, county or state directives, flood, severe weather, wind, rain, public disaster, theft, visitor damage, or any other cause.
- The Community Arts Partnership and the Ithaca Farmers Market shall not be held liable for damages to participant artwork or wares, exhibitors or personal property, or for theft, loss, or injury caused by products sold or exhibited by exhibitors, or other vendors or the general public or other calamities. Insurance for such loss, damages, or injury shall be the sole responsibility for each exhibitor at their own cost. Artists will take into account dust, high winds, rain, and customers carrying food/drink that they set down on your counters.
- Fees will not be returned if the Artist Market cannot or does not occur for any reason.

ARTIST APPLICATION REQUIREMENTS

1. Submit Google form at <https://forms.gle/wXDNZ5VGprnrQFF8>

You will receive an **e-mail confirmation** from “Google Forms.” If you do not, either your form was not submitted or you entered an incorrect e-mail.

The form is editable. You can go back and edit with the link in that email.

2. Submit Payment by the deadline. (See “Booth Fee” above)

3. Visual Artists: Submit Work Samples to programs@artspartner.org

Submit at least 4 images, and no more than 7 images representative of the work you wish to sell at the market. .jpg or .png. If you wish to show different mediums, (i.e., sculpture and watercolors), images of each must be provided. Please label images starting with your last name, i.e., “Smith4.jpg” or “SmithFlowers.png” Do not submit images in the body of a pdf or other document.

Send images via e-mail, google, or dropbox. One option is [WeTransfer.com](https://www.wetransfer.com). Click “I just want to send images” on bottom of home page. It’s fast and easy and we each get confirmation when the images are received and downloaded.

4. For Writers, Musicians, Performing Artists, Filmmakers: The google application asks for links to your website or other places we can learn about you online.

THANK YOU! (Questions? Find email at top of this document.)