



ARLINGTON OPEN STUDIOS 2022 CALL FOR ARTISTS & ARTISANS!

Calling all Artists & Artisans! Join the Arlington Center for the Arts for our **24th Annual Arlington Open Studios** happening on **Saturday, November 12, 2022, 11-5pm**. Artists who work in all mediums including painting, photography, fiber, ceramics, glass, fine jewelry, mixed media, printmaking and sculpture are encouraged to apply.

Location, Location, Location: Arlington Open Studios will be held in THREE adjacent buildings in Arlington Center:

1. **Arlington Town Hall** (730 Mass Ave)
2. **Arlington Community Center** (20 Academy St/27 Maple St, 1st Floor) **AND**
Arlington Center for the Arts (20 Academy St/27 Maple St, 3rd & 4th Floors)
3. **First Parish Unitarian Universalist Church of Arlington** (630 Mass Ave)

IMPORTANT INFORMATION – please read and save for reference:

- **DATE:** **Saturday, November 12, 2022, 11 – 5pm**
- **LOCATION:** All artists will be at **Arlington Town Hall** at 730 Mass Ave, the **Arlington Center for the Arts, 3rd or 4th floor** and the **1st floor of the Arlington Community Center** just behind Town Hall at 20 Academy Street and 27 Maple St (one building, two entrances) **or the First Parish Church**, located just down the street from Town Hall on the corner of Mass Ave & Pleasant St.
- **ELIGIBILITY:** Open to all Arlington and non-Arlington artists
- **FEE:** \$60 for ACA members, \$75 for non-members (you can become a member when registering)
- **REGISTRATION DEADLINE:** **Friday, September 9, 2022.**
- **TO REGISTER:** Please complete [this Application Form](#) and be ready to upload **up to 15 images** of your work, an artist statement, and any relevant web links (website, social media, etc). Any questions or concerns, please contact Pam Shanley, pam@acarts.org.
- **This event is not juried, however we have limited spaces due to precautions around COVID-19 and to achieve a diversity of art forms, ACA reserves the right to limit the number of artists accepted in any given media.**

- **NOTIFICATION OF ACCEPTANCE:** Artists will receive confirmation of their participation in Arlington Open Studios 2022 by September 16, 2022. **PLEASE EMAIL Pam at pam@acarts.org if you do not receive an email by September 16.**
- **LOCATION ASSIGNMENTS:** AOS Location assignment will be distributed no later than **October 1, 2022.** **PLEASE EMAIL Pam at pam@acarts.org if you do not receive your location assignment by October 1.**
- **Public Health Disclaimer:** The Arlington Center for the Arts acknowledges and is regularly responding to the recommendations made by the CDC, the State of Massachusetts, and the Town of Arlington regarding COVID-19 precautions. At the time of the opening of our Call for Artists, **ACA requires proof of full COVID-19 vaccination by all individuals who are eligible to receive the vaccine (ages 5+), to participate in all its indoor, in-person programs, events, and activities, and masks are strongly encouraged.** As we approach AOS 2022, we will regularly monitor recommended safety measures and will communicate with participants in the event modifications need to be made to our policy. If public health conditions warrant a reassessment of the status of Arlington Open Studios, artists will be notified via email no later than October 1, 2022.

TIPS to make the most of ARLINGTON OPEN STUDIOS 2022

- **NOVEMBER 12TH AOS EVENT LOGISTICS**
 - Artists are responsible for set up, hanging, selling and dismantling their own artwork.
 - Artists must be present at their site for the full event.
 - Currently, ACA requires all event participants and attendees to provide proof of COVID-19 vaccination or present a negative test taken within 72 hours of the event. Masks are not currently required but are strongly encouraged. Policies continue to evolve, and we will work to keep all participants informed as we approach the event.
 - As historic town buildings, there will be no wall space available for hanging. Your set-up can include any combination of tables, easels, or racks that will fit in an approx. 6'x6' space.
 - **Bring your own table or electric cords, and any other set up needs.** There are plenty of chairs for you to use. If you are bringing your own set-up, please indicate the display measurements when you register. The set up cannot **exceed approx. 6' x 6' or block other artists.**
 - **We highly encourage participating artists to consider setting themselves up with the ability to process credit card payments, to reduce the amount of contact needed for transactions.** If you would like assistance setting this up, please reach out to Pam at pam@acarts.org.
 - Set up times will be announced after registration. Set up time will differ depending on the location. but please stay tuned for more details. **Note:** Due to the Veteran's Day holiday on Friday, November 11, AOS set-up will span Thursday through Saturday morning and will vary by location.
 - Live outdoor music will be returning to the event again this year! We are thrilled to be presenting live music throughout the day, which will be located on the steps of Town Hall. Details on timing are performers to be announced!

- **AOS 2020 MARKETING TOOLS** – ACA provides advertising, publicity and social media outreach, but participating artists are all expected to be part of the publicity team!
 - **Postcards & Posters:** ACA will produce a poster & postcards for you to distribute.
 - **They will be available for pick up at the Arlington Center for the Arts offices by **Friday, September 30.****
 - **E-Newsletters:** ACA will send out materials that you can forward to your email contacts through our email distribution list. If you do not already receive our monthly emails, please sign up for our mailing list here to be able to forward our promotional emails on to your contacts.
 - **Social Media:** Follow us on [Facebook](#), [Instagram](#), and [Twitter](#) to see and share regular posts promoting the event leading up to November 12. There will also be a Facebook event that artists who have Facebook should mark themselves as “attending” and invite their contacts there.
 - **Booth Visits and Streaming:** AOS will present a couple of opportunities for artists to engage with visitors throughout the day. ACA staff will facilitate a stream of artist demos and tours that visitors can access via social media throughout the day. We are also bringing back the AOS Scavenger Hunt after such a fun time in 2021! Artists are welcome to provide pre-recorded content for ACA to schedule, or they can work with ACA staff if they would like to do a livestream from their booth! All livestreamed content and scavenger hunt stops would take place directly from artists’ booths. Please indicate your interest for any of these opportunities in the application form.
 - **ARTIST MARKETING TOOLKIT:** Our Communications Team will be assembling a tool kit for artists to use in promoting AOS. It will be shared as a Google Drive folder and will include several formats of promotional images for print and digital use. This folder will be sent out to artists by **Friday, September 30.**

- **ONLINE ARTIST DIRECTORY** – Another feature from our virtual 2020 Open Studios event, our Online Artist Directory will be a searchable database displayed on ACA’s website leading up to and after AOS 2022.
 - Each artist will have a listing in our **AOS Online Artist Directory**. This listing will include a thumbnail and link to an individual artist page that will present up to 15 images of the artist’s work as well as an artist statement and links to websites, e-commerce pages, and social media accounts.
 - This directory will be on display from November 1 through December 31, 2022.
 - **Images and directory content will need to be finalized by each artist with ACA staff by October 15, 2022.**

- **VOLUNTEERS:** As always, we request assistance from the community to help with various tasks leading up to and throughout the event.
 - If you know of anyone who will not be exhibiting at AOS this year but would like to help, there are plenty of volunteer opportunities including, greeting and directing visitors during the day of AOS, installing signage around the event area, and dropping off posters at businesses around town prior to the event. Please tell us know if you would like to help!