



Dear Artist,

Thank you for your interest in participating in the Tenth Annual Naglee Park Open Studios (NPOS) on **Sunday, June 3, from 11:00 a.m. to 5:00 p.m.**

We have new and exciting changes for the 10<sup>th</sup> anniversary year, including pedicab service between studios, a daily artist countdown before the event, featuring one artist and their work each day, and live or recorded artist demos. We will be able to assist you with the recorded demos if you wish to participate. Live demos will occur at ½ hour intervals throughout the day and be advertised to all attendees. It's a great way to draw people to your studio and get them excited about your work.

This packet includes important information and forms that must be returned in order to participate as an artist in NPOS 2018.

The following forms must be **returned by April 1, 2018** to NPOS Artist Coordinator, 250 S 14th St, San Jose, CA 95112. If you have any questions, please email [acnpos@nagleepark.org](mailto:acnpos@nagleepark.org) or you can leave a message on our voicemail at 408-384-8066.

1. Campus Community Association Release of Liability waiver. If you are under 18, your legal guardian must sign the form. If you are exhibiting your work at someone else's home, that person must also sign a release.
2. Artist Information Worksheet (attached). Information you provide will be used to market the event and to determine what we can do to help you be successful.
3. Check per participating artist, made out to CCA (write NPOS 2018 in memo line). \$50 per artist for artists residing outside Naglee Park, \$25 per artist for artists residing within Naglee Park.

Please keep in mind the following important information about the event:

- There is a limited number of slots available for artists. Return your package early to help ensure your spot.
- You must be present during the entire event.
- To participate, your studio or exhibit space (such as your house) must be within Naglee Park. If you don't live in Naglee Park, we have a limited number of spaces for non-Naglee Park artists.
- Alcohol may not be sold, but you can offer it free. (Be aware that you can be held responsible if anyone overindulges or if an underage person is served.)
- In addition to showing your studio on an event map, signage will be provided. Please use the signs we provide so that attendees can quickly identify participating studios.
- If you need studio/exhibit space, be sure to let us know on the enclosed Artist Questionnaire. We cannot guarantee studio/exhibit space.



- Please plan to attend a casual after-party on the evening of NPOS for artists and volunteers.
- This is not a juried event: we welcome artists of any level.

Once we have all your information, we will include your name on our website at [www.nagleepark.org/npos.html](http://www.nagleepark.org/npos.html). The final list of participants will be up by April 5th: please check the website by that date to confirm that you are in the show. If your name isn't on the website on April 5th, please contact the artist coordinator.

**Please plan on attending the Artist Party on May 23 from 7-9:30 p.m.** Artist materials for the day of the event will be available for pickup and it's a great place to meet up with other participating artists and volunteers. Most artists bring a smaller piece of work to the party so we can all see each other's work.

If you have any questions, please let us know.

**Naglee Park Open Studio Artist Coordinator Contact Info**

[acnpos@nagleepark.org](mailto:acnpos@nagleepark.org)  
408-384-8066

**Important Dates:**

April 1: Deadline to submit your application material

April 5: Artist names will be listed on website, check to make sure we have your info.

May 23: Artist Party

Naglee Park Open Studios 2018: Sunday, June 3, from 11:00 a.m. to 5:00 p.m

We are looking forward to another successful event and getting a chance to see your work.

Best regards,

The Naglee Park Open Studios 2018 Committee



To participate in Naglee Park Open Studios 2018, this form, your payment, and the CCA Release must be returned by April 1, 2018. For questions, contact [acnpos@nagleepark.org](mailto:acnpos@nagleepark.org) or leave a voicemail at 408-384-8066.

Please provide a digital photo of your work for marketing materials (or indicate if we can reuse the photo used the previous year). Save the image in JPG format (with a minimum size of 900 x 900 pixels). Please include your first & last name in the name of the file. Email the digital file to: [acnpos@nagleepark.org](mailto:acnpos@nagleepark.org)

<b>Artist Information</b>		
Name		
Medium		
Business Name		
Website Address		
Mailing Address		
Phone		
Email		
Are you providing an image of your work? (Make sure to include your name in the name of the file you submit!)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you exhibited work before in any show?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you participated in NPOS before	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you have participated in NPOS, would you like to reuse your photo from last year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Would you like to share a recorded demo of you at work? (We will assist you in recording the demo)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Would you like to do a 20 minute demo of you work during the day? We will schedule the demos so people can easily walk from one to the next.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Description of work (optional) (continue on back if needed or attach an additional sheet)		



<b>Studio/Event Information</b>		
Studio information (the studio can be a room in your house, your yard, a porch, your garage)	<input type="checkbox"/> I will use my own studio/house/space	
	<input type="checkbox"/> I will use a friend's studio/house/space	
	<input type="checkbox"/> I need help finding a location to exhibit	
Studio Address (If different than mailing address)		
Is the studio handicap accessible?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the studio have a public restroom?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If so, is the restroom handicap accessible?	<input type="checkbox"/> Yes	<input type="checkbox"/> No



## Campus Community Association

*A Historic Neighborhood Established in 1902*

### Naglee Park Open Studios Agreement

I/we \_\_\_\_\_, would like to participate in the Campus Community Association, Inc (CCA). Naglee Park Open Studios. I represent; that I/we am/are the owner of the property at:

**Address** \_\_\_\_\_

**Located in San Jose California, 95112.**

I/we understand that the Naglee Park Open Studios is being organized by the CCA and that the CCA, its officers, its volunteers, and its members are not liable for any damages to myself or ourselves, or any third persons or our property, real or personal, that may occur as a result of the Open Studios being held on my property. You agree that the CCA, its officers, volunteers and members will not be liable to you for any damages or losses incurred by you, including damages to your products, equipment, or damages arising from lost sales or profits.

I/we understand that, by signing this agreement, I/we expressly and unconditionally agree to indemnify and hold harmless the CCA, its officers, volunteers and members from any claims for any and all damages and liability to our property or to Open Studio guests arising from the Open Studio occurring at the address above pursuant to this Agreement. I/we certify that we have liability homeowners insurance as a condition of participation and that any injuries or damages that occur to visitors to the Open Studio on our property are our responsibility and **not** the responsibility of the CCA and indemnify the CCA for any such damages.

Accepted by:

\_\_\_\_\_  
*[signature]*

\_\_\_\_\_  
*[signature]*

Name \_\_\_\_\_

Name \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_