



Dear Artist,

Thank you for your interest in participating in the Tenth Annual Naglee Park Open Studios (NPOS) on **Sunday, June 2, 2019, from 11:00 a.m. to 5:00 p.m.**

We are looking forward to our 11th year and hope you can join us.

This packet includes important information and forms that must be returned in order to participate as an artist in NPOS 2019.

The following forms must be **returned by April 15, 2019** to Marcia Trusswell, NPOS Artist Coordinator, 398 S 17th St, San Jose, CA 95112. If you have any questions, please email 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 2019 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. The final list of participants will be up by May 1: please check the website by that date to confirm that you are in the show. If your name isn't on the website, please contact the artist coordinator.

Please plan on attending the Artist Party on May 22: 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

Marcia Trusswell

acnpos@nagleepark.org

408-384-8066

Important Dates:

April 15: Deadline to submit your application material

May 1: Artist names will be listed on website, check to make sure we have your info.

May 22: Artist Party

June 2: Naglee Park Open Studios 2019: 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 2019 Committee



To participate in Naglee Park Open Studios 2019, this form, your payment, and the CCA Release must be returned by April 15, 2019. For questions, contact Artist Coordinator Marsha Trusswell at 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

Artist Information		
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
Will you be providing demos of your work during the day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Description of work (optional) (continue on back if needed or attach an additional sheet)		



Studio/Event Information		
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 _____