



Tennessee Creates

12th Annual Juried Arts and Craft Fair at the Secret City Festival—June 7 & 8, 2019

INFORMATION AND GUIDELINES

The Secret City Festival, now in its sixteenth year, has fast become one of the major summer events in Tennessee—attended by 20,000 to 25,000. The two-day festival combines music, food, children’s activities, and unjuried crafts vendors (all outside in tents). You will be happy to note that the festival committee has the event well organized and well underway early this year. While there will be a special events during the week, the weekend of June 7 and 8 will be a big celebration with many activities that will bring many participants and visitors to the festival site. Like last year, committee members are bringing back lots of activities like the children’s activities and we are confident this is shaping up to be the most successful Secret City Festivals. “Tennessee Creates,” our juried inside art and craft show, was added by popular demand twelve years ago and is sponsored by the Oak Ridge Art Center. Truly a juried fair, participation is dependent on acceptance of work by the jury committee from the Oak Ridge Art Center. **All work submitted to jurors and for sale must be original.** Jurying sessions will be held as needed from first reception of slides until spaces are filled, so apply early.

Who: Recognized, quality artists, artisans and crafts people — painters, printers, photographers, ceramists, jewelry makers, etc. **Exhibitors from past TN Creates, Foothills Craft Guild Members, Southern Highland Craft Guild Members, and participants in the Art Center’s Gallery of Holiday Shops qualify as pre-juried.** All work must be original. Exhibitors will need to provide their own display set-ups and backdrops, if desired. **Chairs and tables will be provided, if requested, at no charge.**

When: Friday, June 7, 10 AM to 7 PM
Saturday, June 8, 10 AM to 7 PM
Set-up will be Thursday, June 6 from Noon to 7 PM with **very limited** setup on Friday morning (entails a quick drop off of work, park, returning to complete set-up by 9 AM). On both days, we would like vendors to be in their booths by 9:30. In the heat of the summer, many people come to the site early and the festival committee opens the building to “through” traffic, so it is important you are in your booth to catch the early sales. This is especially true on Saturday, June 8, when many events will be happening on site.

Where: The Oak Ridge Civic Center Gymnasium, Oak Ridge, Tennessee

Registration Deadline: Deadline to register is May 4, 2019. Space is limited and will be assigned on a first-come, first-served basis from first reception of applications.

Registration Fee: The fee is \$150 for a 10 X 10 space. No refunds will be made after May 4th.

Jurying: Jurors will make all determinations as to the selection and participation of artists in the show. All items submitted for jurying and shown at the Festival **MUST** be original. Jurors’ decisions are **FINAL**. The committee of jurors will include working, professional artists and/or arts professionals from the region. Artists will be notified of acceptance & fulfillment of booth requests by email or post by May 28th. Artists may **NOT** bring additional media to the Festival that were **NOT** shown to & selected by the jurying committee. Foothills members are limited to those items with which they juried into the Guild. Criteria for selection will include both aesthetic and technical excellence of work as well as the balance of various techniques desired for the overall show. Therefore **artists are encouraged to apply as early as possible to ensure acceptance.** Jurying may be through either slides or submittal of representative pieces of work.

Digital Images or Slides – Artists wishing to utilize this method should submit 5 digital images (via cd or internet) or slides (5 different pieces) of representative work in each type of art/craft they wish to show, with attached listing of work indicated with size, media, and date of work. Include a short artist resume (information about you, your work, and recent shows you have participated in) with your completed application and entry fee by the jury dates below, no later than May 10, 2018. **Jurying sessions will be held as needed from first reception of slides until spaces are filled, so apply early to ensure you have the best opportunity.**

Presentation of Representative Work – Artists wishing to utilize this process must deliver 3 representative pieces of work for each type of art/craft they wish to show to the Oak Ridge Art Center on Friday, March 1, 2019,

between 1 and 5 PM for the jurying process later that evening. Work must be accompanied by a clearly marked listing indicated with size, media, and date of work and a short artist resume (information about you, your work, and recent shows you have participated in) with your completed application and entry fee. Work must be picked up from the Art Center on Saturday, March 2 between 1 and 4 PM. If spaces remain after this session a second session may be offered with delivery on April 5 and pick up on April 6; and a third on May 3 with pick up on May 4. No other alternative times are available for this process.

Equipment: Tables and chairs are provided by request. Booth electricity will be **VERY** limited, available in certain areas **ONLY**, and on a first-come, first-served basis. Access to electricity is limited to wall booths; however, the gym is well lighted both by ceiling lights and windows.

Security: Security will be on site Thursday and Friday nights. However, this is only a precautionary measure and the Secret City Festival Committee will not be held liable for theft or damage. Saturday evening the building will be locked and alarmed, but without a guard on site. For this reason, all vendors must remove all items and furnishings on Saturday evening by 9 PM.

Liability: The Oak Ridge Art Center, the Secret City Festival Committee, Celebrate Oak Ridge, the City of Oak Ridge, and sponsors will assume no responsibility for theft or damage of equipment or merchandise during your participation in this event. Please do not leave your booth unattended. Vendors are responsible for compliance with all appropriate city and state ordinances/statutes.

Unloading: Thursday you may unload at the Civic Center and limited parking in the lots is available. On Friday or Saturday, you must have a pass to enter the area and your vehicle must be moved to our parking area immediately after drop off. You will need to park and return before setting-up. Passes for Friday and Saturday are available only from the Art Center Director, Leah Marcum-Estes. Please remember roads will be closed for the parade early on Saturday, so vendors should be in place by 9:30 to avoid problems. Take down is from 7 PM to 9 PM on Saturday night.

Credit Card acceptance: Credit card processing will be available for a 5% fee at the Art Center Info Booth. We encourage you to use your own—cell reception has been good in the gym in past years. If you need assistance in using a square, we have used one for several years and will be happy to assist you.

Non-Craft Items: Non-craft items (i.e. coins, watches, collectibles, food) are not to be sold by artists or crafters. Demonstrations of arts and crafts, however, ARE encouraged.

Information: about the Secret City Festival is available at www.secretcityfestival.com and on facebook at the Secret City page. Details about gym use, parking, set-up, take-down, and buses will be sent around June 1st. Participants may request booth sitters so they can take advantage of the food and fun outside. Concerts will be held both Friday and Saturday evenings and will be announced soon. Concerts will be ticketed this year. If you wish to enjoy these events before leaving the site, bring folding chairs for your comfort.

Contacts: Mail applications to the Oak Ridge Art Center, P.O. Box 7005, Oak Ridge, TN 37830-3305 with checks made payable to the Oak Ridge Art Center. For clarifications or to ask questions contact Leah Marcum-Estes, at the Art Center (865) 482-1441, oakridgeartcenter@comcast.net.

Website: www.oakridgeartcenter.org **Phone:** (865) 482-1441 (Art Center)



JURIED FINE ARTS AND CRAFTS SHOW
At the Secret City Festival
JUNE 7 & 8, 2019



Tennessee Creates at the Secret City Festival Registration Form

If jurying, include slide sheet with corresponding reference listing, a short artist resume with recent shows and artist information, and pictures of your work or you and your work (digital images are preferred) to be used in publicity.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alternate Number: _____

Fax Number: _____ Email: _____

TYPE OF ARTS/CRAFTS: (Please be specific.)

FEE SCHEDULE:

Please make checks payable to the Oak Ridge Art Center. No refunds after May 4, 2019.

\$ 150. Booth Registration Fee (10' X 10' space) _____ No. Booths requested.
\$ _____ **Total Enclosed. Must be received by May 4, 2019.**



Setup Time Preference:

- Thursday, June 6, Noon to 7 PM (@ approximately _____)
- Friday, June 7, Must be completed by 10:00 AM (see "When" on pg.1)



Booth Requests:

- I request _____ (number) 8 ft. tables and _____ chairs.
- I would prefer a corner booth (very limited number available).
- Electricity in booth—VERY limited availability & limited locations. Explain need:

- _____
 I could use extra space. (Explain how many ft. and why) _____
 I will demonstrate (may not use materials that might damage gym floor).
 I would like relief help each day. Preferred time: _____
 Please send me information about special motel rates.

I have read the attached information and guidelines sheet and will abide by all Tennessee laws and rules set forth by the Oak Ridge Art Center and the Secret City Festival Committee.

Signed: _____ Date: _____

Vehicle Make & Model: _____ Tag #: _____

- Truck
- Van
- Trailer



Return Service Requested

Oak Ridge Art Center
P.O. Box 7005
Oak Ridge, TN 37831-3005

Art Matters



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at the
Secret City Festival
Oak Ridge, TN

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