



BELLEVUE BOTANICAL  
GARDEN  
SOCIETY

## ***“Arts in the Garden” Call for Entry***

August 25-27, 2023  
Bellevue Botanical Garden

### **2023 ARTIST JURY INFORMATION**

“Arts in the Garden” show is a free 3-day juried outdoor art show featuring 3-D garden art in a wide variety of mediums. Art is displayed throughout the Bellevue Botanical Garden in natural settings just as the buyer would experience the art in their own gardens. This unique approach shows the art at its best and allows the artists to forgo the bother of tents and display grids. This is the twelfth year the Society has hosted Arts in the Garden. Typical attendance is over 8,000 guests. Apply early because space is limited. Upon acceptance, you will receive an “Arts in the Garden” contract.

**Deadline: March 31, 2023**

#### ***Your application must include the following:***

1. 3-5 images of your artwork sent as email attachments or printed docs. Prepare your .JPG files to the following specifications:
  - File format: JPEG only
  - File dimensions: Use maximum image size of 1200 pixels on the longest dimension
  - File resolution: Save at 72 ppi/dpi (standard web resolution)
  - File size: 2 MB maximum
  - File Names: last name and a number or title. For example: Jones\_01.jpg or Jones\_Birdhouse.jpg.
2. Artist information (use attached PDF or webform from website)
  - Name, best phone number to reach you, mailing address, email address
  - Website or business Facebook if you have one
  - Your artist statement (relating to your art), in 100 words or less
  - Medium
  - Finished dimensions (or range) for your work
  - Weight if appropriate
  - Price (or price range) of your work

To apply for Jury via email, send the above information to Anne Dziok at [adziok@bellevuewa.gov](mailto:adziok@bellevuewa.gov).

To apply for Jury via regular mail, send the above information to “Arts in the Garden,” Bellevue Botanical Garden Society, PO Box 40536, Bellevue, WA 98015.

We will make every effort to let you know if any information is missing, but it is your responsibility to ensure that your information is complete. If you have any questions, please contact Anne Dziok at [adziok@bellevuewa.gov](mailto:adziok@bellevuewa.gov) or call (425) 452-7817.

## 2023 ARTS IN THE GARDEN SHOW – IMPORTANT DATES & GUIDELINES

- **FEBRUARY 1- MARCH 31, 2023** – Call for Entry to new artists; returning artists who have been invited to participate in 2022 must advise if they intend to return.
- **April 15, 2023** – Notifications sent
- **JUNE 1, 2023** – Artist fee of \$450, contract and waiver is due. Payment and registration will be online and open starting April 1st, waiver signed and returned to BBGS.
- **JUNE 15<sup>TH</sup> 2023** – Artist list is FINAL.
- **JULY 2023** Map finalized and marketing ramps up.
- **FRIDAY AUGUST 25, 2023**
  - **8 am to 11:45 am – Artist SET UP** (Set up times will be assigned and staggered throughout the morning) Artists are expected to be self-sufficient during set-up and take down.
  - **12pm-5pm** - Show open to public (artists must be at your display and ready by 11:45 am)
- **SATURDAY AUGUST 27, 2023**
  - **10AM TO 5PM** - Show open to public (artists must be at your display and ready by 9:45 am)
- **SUNDAY AUGUST 28, 2023**
  - **10AM TO 5PM** - Show open to public (artists must be at your display and ready by 9:45 am)
  - **5 pm to 6:30 pm - Artist TAKE DOWN**
  - Service gate will be locked at 7:00pm

### ACCEPTED ART

The Arts in the Garden show highlights only hand-crafted art intended for display and use in an outdoor garden. Pieces must consist of work handmade by the artist and/or from the creative re-use of materials. We cannot accept 2-D artwork, clothing, jewelry, photographic art, and any work not suitable for the outdoors.

### DISPLAY

You will be assigned an area in the Garden to display your artwork in the Garden's natural setting. No booths or tents are allowed. The artwork must be set up in a manner that does not harm the Garden. Garden staff may inspect and ask you to adjust your art. Visible storage bins are not permitted. A plain shade umbrella is acceptable. Artists will be positioned throughout the Garden and visitors will be given a map to walk through the gardens and "find" the artists.

You are required to be with your art throughout the entire show. If you do not bring enough work to sell over the course of the show and you leave early you will not be asked to participate in the future. Artists must be present the entirety of the show, attendees appreciate meeting the artists. You must be at your display and ready to go by 11:45am on Friday and 9:45am on Saturday and Sunday. The event organizers will try to provide volunteers to watch your display during breaks and as needed.

### SITE SELECTION IN GARDEN

Artists will have an opportunity to specify their preferences for location in the Garden. Bellevue Botanical Garden will make final decisions based on artist preferences, display requirements, event flow, and Garden layout and needs. Changes to the Garden and the participating artists may necessitate changes to the show layout each year. We will attempt to work with each artist to accommodate their needs and to enhance the suitability of their site.

### WEATHER

This is an outdoor show and there are no refunds of participation fees for inclement weather or "no shows". Please ensure you and your artwork display can withstand the variable weather conditions that the Pacific Northwest serves up!

### ARTIST FEES

\$450 participation fee. No sales commission is taken. No refunds.

## **SALES**

You or your representative must be present with your art during the show and handle your own sales directly with Garden visitors. The artist is responsible for having their own business license and satisfying sales tax requirements. You are encouraged and welcome to share your information with Garden visitors for future sales.

## **PARKING**

During the show, artists are required to park in the overflow parking lot down the hill. We will stagger load In and load Out times and assigned times in the loading zone parking. Vehicles must be moved once you have unloaded and may not remain in the loading zone while you set up. No parking is allowed in the loading zones while the show is open to the public.

## **SECURITY AND INSURANCE**

We make every attempt to provide a safe and secure outdoor art show environment. Overnight security will be provided. However, we do not provide insurance for your artwork. You should obtain your own insurance for your business. Your artwork may be left up overnight or taken down and stored securely in your care. We highly discourage valuables left in vehicles overnight in the parking lots. The Bellevue Botanical Garden Society and the City of Bellevue are not liable for any loss or damage.

By participating in the Arts in the Garden Show, you agree to hold harmless the Bellevue Botanical Garden Society and the City of Bellevue.

## **MARKETING**

Marketing efforts will include event promotion cards, a social media campaign to the Society's extensive email and patron lists, the Society's quarterly newsletter, website and Facebook promotions, inclusion in various events and festival listings, and presentations to key civic leaders. Materials will be made available in print and electronic form for you to promote to your own clients.

Please help us promote you and your artwork by providing us with good-quality photos of your work.

Wherever possible, we will provide your contact information and website links.

We look forward to working with you to create a highly successful show!

[www.artsinthegardenbellevue.org](http://www.artsinthegardenbellevue.org)   [arts@bellevuebotanical.org](mailto:arts@bellevuebotanical.org)

Questions? Artist coordinator: Anne Dziok at [adziok@bellevuewa.gov](mailto:adziok@bellevuewa.gov) or call (425) 452-7817.

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