**APPLICATION FORM**

Uist and Barra Artists Studio Trail, and Exhibitions

Dates: May, June , July, August 2019

Return FINAL Deadline: SUNDAY 14th April for inclusion in printed brochure.

Events can continue to be added to the online information on the website, but they will not be in the printed brochure.

Further details are available on the UAA website at uistarts.org/artonthemap

**Please email your completed forms and image to** **uistarts@gmail.com**

Art on the Map 2019 Fee Summary

|  |  |
| --- | --- |
| Individuals | **£20** for UAA members – this is a one-off fee and can cover more that one entry for each individual UAA membership is £15 p.a and can be purchased here. uistarts.org/join |
| Associate membership *(e.g Claddach Kirkibost Centre)* | **£35**One organisational profile in AOM brochure, calendar listing of any events, shown on mapOne organisational profile on UAA website, calendar listing for any events, shown on map |
| Associated Event *(eg series of Saturday craft events)* | **£35**Event profile in AOM brochure, listing in calendar, shown on mapEvent profile in UAA website, listing in calendar, shown on map |

# Details for registration purposes

|  |  |
| --- | --- |
| **Name** |  |
| **Email** |  |
| **Phone** |  |
| **Address** | For those who prefer not to use email and electronic registration only  |

# Type of application

|  |  |  |
| --- | --- | --- |
|  |  | **Confirm Paid**  |
| **Individual** | £20 |  |
| **Associated Member** | £35 |  |
| **Associated Event**  | £35 |  |

|  |  |
| --- | --- |
| I confirm that I have paid the event fees on line on the UAA website |  |

or

|  |  |
| --- | --- |
| I have sent cheque, made payable to Uist Arts Association to Peter Ferguson, UAA Treasurer, 15 Balemore, North Uist, HS6 5EB |  |

# Details of your event

Note: you may have more than one, please repeat for each event as necessary.

**All of this information will be printed on the brochure**

|  |  |
| --- | --- |
| **Artists Name**  |  |
| **Name of venue/studio/event** |  |
| **Address of event/studio including postcode** |  |
| **Phone number** |  |
| **Email address**  |  |
| **Website** |  |
| **Disabled Access** | Yes/No |
| **Image included** | See below Confirm Yes. Only one image per applicant even if you are exhibiting in more than one event.  |

**A brief description of your work or event** – NO MORE THAN 20 WORDS *– eg: “landscape paintings depicting the colour and light of the islands “*

You will have an opportunity to add a fuller description yourself on the website entry if you wish.

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|  |

**Image**

A high-resolution **jpeg** image of your work to be used for your listing in the brochure and on the website **Min 300dpi** resolution - please save with your name as part of the file name. If your image is not square it will be cropped to suit the layout of the brochure.

# Dates and Times of opening

If you are a venue that has regular opening hrs or are open by appointment then please list here

|  |
| --- |
|  |

If you are an individual opening your studio or having a pop up even on specific dates, please list the days you are open and hrs, ***or*** add to the calendar below:

|  |
| --- |
|  |

**MAY 2019**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Mon | Tues | Wed | Thurs | Fri | Sat | Sun  |
| 6  | 7  | 8  | 9  | 10  | 11  | 12  |
| 13  | 14  | 15  | 16  | 17  | 18  | 19  |
| 20  | 21  | 22 | 23  | 24  | 25  | 26  |
| 27  | 28  | 29  | 30  | 31  | 1  | 2  |

**JUNE 2019**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Mon | Tues | Wed | Thurs | Fri | Sat | Sun  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10  | 11  | 12  | 13  | 14  | 15  | 16  |
| 17  | 18  | 19  | 20  | 21  | 22  | 23  |
| 24  | 25  | 26  | 27  | 28  | 29  | 30  |

**`JULY 2019**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Mon | Tues | Wed | Thurs | Fri | Sat | Sun  |
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10  | 11  | 12  | 13  | 14  |
| 15  | 16  | 17  | 18  | 19  | 20  | 21  |
| 22  | 23  | 24  | 25  | 26  | 27  | 28  |
| 29  | 30  | 31  | 1  | 2  | 3  | 4  |

**`AUGUST 2019**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Mon | Tues | Wed | Thurs | Fri | Sat | Sun  |
| 5  | 6  | 7  | 8  | 9  | 10  | 11  |
| 12  | 13  | 14  | 15  | 16  | 17  | 18  |
| 19  | 20  | 21  | 22  | 23  | 24  | 25  |
| 26  | 27  | 28  | 29  | 30  | 31  |  |

# Signs:

Art on the Map signs will be provided for display outside your venue. Signs are 31x62 cm and double sided. Please note that there will not be a charge for the signs, provided they are returned without damage just after the 2019 trail. Each sign is worth £20. Please Indicate if you would like a sign and how many you require

# UAA website shop

During Art on the Map, the UAA website shop will be opened to allow sale of work by UAA members. You can either sell work directly over the web or use the payments system to collect credit card payments from visitors to your event. More details are on the UAA website at <https://uistarts.org/artonthemap/>

If you are interested, indicate below and Peter Ferguson will contact you.

|  |  |
| --- | --- |
| I am interested in selling work through the UAA website shop |  |
| I am interested in using the UAA online payments system to collect credit card payments at my event |  |

# Insurance:

As a condition of being part of Art on the Map all venues, open studios, halls, public buildings must have public liability insurance (PLI) cover, and as responsible organisers we need to be sure that people have this in place for their event.

As part of submitting this application you are confirming that you will take out insurance as necessary to cover your event for the duration of your openings for Art on the Map 2019, and if you are in a public building will check with the building that you are exhibiting in that you are covered under their Public Liability Insurance, or take out your own. You will also need to undertake a formal risk assessment

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| --- |
| I confirm that I will have PLI in place and will undertake a risk assessment |

There is more information on the UAA website about recommended sources of insurance for artists who wish to open their studios or cover their exhibitions. See uistarts.org/artonthemap

# Completion:

**Please email your completed forms and image to** **uistarts@gmail.com**

The information in your form will also be used to set up a basic Art on the Map website profile for you and/or your event. You will be sent login details to edit the information directly.