



2021 Call for Artists & Artisans

The City of Thunder Bay invites artists and artisans* to apply to participate in Artisan Markets at the City's annual summer events series. In response to Provincial orders and physical distancing mandates, the City's programming will look different than prior years. With public safety being top priority, events staff are planning innovative ways of delivering events without encouraging the large gatherings that typically occur with events of this scale. The new normal requires us to have an outside the box approach to our summer programming.

The City of Thunder Bay strives to promote our events and present participating artists in a professional manner. In order to facilitate this, we require that you provide:

- A completed **Call for Artists & Artisans form** that has been accurately filled in; and
- An **internet link to the artist/artisan webpage or social media pages, if applicable**, for promotional purposes.

City Events Staff often receive calls requesting event-related artist and artisan information. All inquiries will be forwarded to www.thetrunk.org, so please be sure to create/maintain your artist profile.

By signing below:

The participant(s) agree(s) to indemnify and hold harmless the City of Thunder Bay, its councillors, employees, officers, agents, and assigns against any claim or demand for loss, liability, or damage, including but not limited to claims for property damage, personal injury, bodily injury including death, costs (including all legal costs), suits, or proceedings that arise directly or indirectly out of, or are attributable to, the participant(s)' negligence in connection with his/her/their participation at the event.

The participant(s) release(s) the right to the City of Thunder Bay to use all or a portion of any visual or text material submitted as part of this application for promotional purposes which may include, but is not limited to, social media, radio/TV promotion or commercials, or on-site use.

Name (Print):

Date (DD/MMM/YYYY):

Signature (Sign or Type):

** Food vendors and individuals/businesses selling non-artisan products or services are required to apply through separate processes.*

Please note:

- Preference is given to local¹ artists and artisans.
- The decision of the City of Thunder Bay will be final.
- Incomplete and/or late applications may not be considered.
- Only works handmade by the applicant are allowed. No commercially or mass produced items will be accepted. This does not exclude local authors, musicians, or artists/photographers from submitting published books, cds/records, or prints of their original artwork, as applicable.
- Images of all items that will be sold must be submitted, along with application, through a digital file or link. They will be juried with the assistance of the City's Public Art Committee.
- The City of Thunder Bay has the right to disallow any items.
- City Events Staff will determine artists and artisans placement on each event site and date. Placement is not guaranteed to be consistent from year to year or event to event. Placement decisions of City Events Staff are final and to be respected.
- While at events, artists and artisans are to conduct themselves in a manner that is suitable for a family venue. All selected vendors will be required to sign and abide by the City's *Vendor Code of Conduct*.
- **Artists/Artisans will be required to maintain \$2,000,000 General Liability insurance.** Proof of Liability Insurance listing the City of Thunder Bay as an additional insured for the purpose of your participation in the event must be provided on the City of Thunder Bay Certificate of Insurance Form.*

* *Selected artists/artisans will be required to provide proof of insurance prior to being involved in the City event date(s) that they are offered. Additional items may be required.*

Please check **all** available events for which you are interested in being an artist/artisan vendor. If you are no longer available for the date(s) indicated below when the booking occurs, the booking offer may be withdrawn. *Note: Bookings will be finalized in early May.*

Please indicate the events/dates that you would be interested in:

July 2021

- Thursday, July 1, 2021** – Canada Day
- Wednesday, July 14, 2021** – Live
- Wednesday, July 28, 2021** – Live

August 2021

- Wednesday, August 11, 2021** – Live
- Wednesday, August 25, 2021** – Live

*** *Please be advised that dates are not confirmed and may change.* ***

¹ **Local** is defined as the majority of group members living, working, and/or attending school in the City of Thunder Bay.

Display booths are available at the following costs:

- Live – \$20.00 per event
- Canada Day – \$40.00

Please be advised that applying to this *Call for Artists & Artisans* is dependant on in-person events occurring and on the Ontario Government regulations due to COVID-19.

Questions/Inquiries:

All questions and inquiries regarding this form must be directed in writing to culture@thunderbay.ca.

***Applications are due by 4:00 p.m. on Friday, February 26, 2021
and must be emailed to: culture@thunderbay.ca***

Artist/Artisan Contact Details

Name of Artist/Artisan:

Medium(s):

Links to vendor website and social media accounts (Facebook, Instagram, and Twitter):

Contact Name:

Phone Number:

Email:

Address:

Postal Code:

About the artist/artisan (bio):

Please provide details of what you will be selling at the events (link or attach a photo, if available) and describe any demonstrations that you will conduct:

Personal information on this form is collected under the authority of the Municipal Act and will be used to maintain a record of individuals/groups in the Summer Events database, which will form a public record. Questions about this collection should be directed to Leah Prentice, Director – Recreation & Culture, Community Services Department, 111 Syndicate Avenue South - Main Floor, Thunder Bay, Ontario, P7E 6S4.