



## 2022 Call For Artists and Artisans

The City of Thunder Bay is inviting artists and artisans\* to apply to participate in Artist Markets at the City's annual summer events series. Artist market opportunities include 9 event days, including one major single-day event and one event series. All events are free to the public and collectively draw thousands of attendees.

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:

- Call for Artists and Artisans form** completely and accurately filled in
- an **internet link the artist's webpage or Facebook site, if applicable**, for promotional purposes
- 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.

I release the right to the City of Thunder Bay to use all or a portion of any audio, 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 \_\_\_\_\_

Date \_\_\_\_\_

*\*please note that food vendors and individuals/businesses selling non-artisan products or services are required to apply through separate processes.*

Please note:

- Preference is given to local<sup>1</sup> artists and artisans.
- Incomplete and/or late applications may not be considered.
- The decision of the City of Thunder Bay will be final.
- 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.
- 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.
- 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.
- The City of Thunder Bay has the right to disallow any items.
- 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 and Events Advisory Committee.
- **Artists/Artisans will be required to maintain \$5,000,000 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.*

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

Please check **all** available dates in which you would like to participate at City Events. Be sure to leave all available dates open as bookings will be made final in early April. If you are no longer available for the date(s) you have indicated when booking occurs, you may lose your spot.

Display booths are available at the following costs:

- Live on the Waterfront - \$20 per event
- Canada Day on the Waterfront - \$40

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

- Monday, July 1 – Canada Day on the Waterfront (5pm – 11pm)
- Wednesday, July 13 – Live on the Waterfront (6pm – 9pm)
- Wednesday, July 20 – Live on the Waterfront (6pm – 9pm)
- Wednesday, July 27 – Live on the Waterfront (6pm – 9pm)
- Wednesday, August 3 – Live on the Waterfront (6pm – 9pm)
- Wednesday, August 10– Live on the Waterfront (6pm – 9pm)
- Wednesday, August 17– Live on the Waterfront (2pm – 4pm)\*
- Wednesday, August 17 – Live on the Waterfront (6pm to 9 pm)
- Wednesday, August 24 – Live on the Waterfront (6pm – 9pm)
- Wednesday, August 31 – Live on the Waterfront (6pm – 9pm)

\*Please note this date is tentative and may change.

City event staff often receive calls requesting information about participating artists and artisans. All inquiries will be forwarded to [www.thetrunk.org](http://www.thetrunk.org), please upload your artist profile.

#### **Questions and Inquiries:**

All questions and inquiries for this call for artists must be directed in writing only to [culture@thunderbay.ca](mailto:culture@thunderbay.ca).

***All applications are due by 4:00pm on Friday, May 13, 2022  
and must be emailed to: [culture@thunderbay.ca](mailto:culture@thunderbay.ca)***

# Artist/Artisan Contact Details

Name of Artist/Artisan \_\_\_\_\_

Medium/s \_\_\_\_\_

**Contact Name** \_\_\_\_\_

Phone (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ (Email) \_\_\_\_\_

Address \_\_\_\_\_

Postal Code \_\_\_\_\_ (Website/Facebook) \_\_\_\_\_

**Alternate Contact Name** \_\_\_\_\_

Phone \_\_\_\_\_ (Cell) \_\_\_\_\_

About the artist/artisan (bio)

Please describe for us any demonstrations you will be doing and provide us with details of what you will be selling at the events (link or attach a photo if available):

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, Manager – Community & Cultural Development, 111 Syndicate Avenue South, Thunder Bay, Ontario, P7E 6S4.