

**Berkeley Springs Studio Tour  
Spring 2010  
May 29, 30 & 31**

**MEMBERSHIP APPLICATION GUIDELINES**

**CRITERIA FOR COMPLETED APPLICATIONS**

Completed applications must be filled out in their entirety, contain a disk of images if available, have an artists statement for each artist in the studio and be accompanied by a check for \$150.00 made out to *Berkeley Springs Studio Tour*. Applications must be postmarked by February 15, 2010.

Incomplete applications will be returned to the studio/artist.

**STUDIO JURING**

Due to the growing success of the Berkeley Springs Studio Tour it has become necessary for participants to be juried into the tour. If you have participated in the Studio Tour over the past 12 months you will not be required to re-jury. All other applicants will be contacted by the Board of Directors to setup a time for juring. Studios will be juried on the following criteria: A) The studio must be registered as a working studio licensed to do business in the State of West Virginia; B) Studio must be safe for guests to visit; C) Work produced in the studio must be unique and of high quality.

**STUDIO SPOTS AVAILABLE**

There are 16 studio spots available for returning artists and 4 for new artists. Slots allotted to returning artists will be on a first-come-first-serve basis using the post mark/time stamp on the completed application as criteria.

Four studio spots will be reserved for new artists. These spots will be filled through the juring process. If these spots are not filled by new artists, then returning artists will be placed in the spots based on the post mark/time stamp on their applications.

**APPLICATION SUBMITTAL AND PAYMENT**

Completed applications are due on or before February 15, 2010. Applications for participation in the Spring 2010 Studio Tour will be accepted in order of postmark. Hand delivered applications will be noted with the date and time they are received. Incomplete applications will be returned to the sender for completion.

Studios that do not pass juring or for which a spot is not available will be notified and their application and entrance fee returned in its entirety.

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**MEMBERSHIP APPLICATION  
Application Deadline February 15, 2010**

**SPRING 2010 STUDIO TOUR INFORMATION**

Studio Tour Dates: Saturday, May 29, Sunday, May 30 & Monday, May 31  
Studio Tour Hours: 10:00 a.m. to 5:00 p.m.  
Fee Per Studio: \$150.00 (Make check to Berkeley Springs Studio Tour and include with this form.)

**Mail Application to:** Berkeley Springs Studio Tour  
82 Powerline Lane  
Berkeley Springs, WV 25411

**Direction Questions to:** Angela Matthews  
[info@berkeleyspringsstudiotour.org](mailto:info@berkeleyspringsstudiotour.org)  
304-258-3541

**STUDIO INFORMATION**

Please list your **Studio Information** as you would like it to appear in the tour guide:

Studio Name:	
Address:	
Telephone:	
Email:	
Web Address:	
Artists	

Please add any Contact Information for your studio that differs the above.

Contact Name:	
Address:	
Telephone:	
Fax:	
Email:	
Web Address:	
Artists	

**STUDIO DIRECTIONS**

Please check one:

I have participated in past studio tours and would like to use the directions on file.  
I am new to the studio tour or would like my studio directions changed. **I have attached a separate sheet with instructions to my studio as they should appear in the tour guide.**

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**MEDIA INTERVIEWS AND PHOTO OPPORTUNITIES**

Two media kits will be sent out to various media sources. The first will contain preliminary information, including the names of artists who would like to be interviewed. Please check one of the following:

- I **do** wish to be contacted by reporters or other media personnel.
- I **do not** wish to be contacted by reporters or other media personnel.
- I **am** open to photo oppotunities where presented.

**ARTIST STATEMENT AND RESUME**

An updated artist statement and resume is required. This information will be used to update [www.berkeleyspringsstudiotour.org](http://www.berkeleyspringsstudiotour.org) with current information about your work, your goals and your philosophy. **Current information is essential for creating interest in your studio.**

**PHOTOGRAPHY REQUIREMENTS**

Images of your work are needed for the tour guide. We can only accept high resolution, printable, sizeable graphics. We cannot accept low resolution web graphics.

**Updated images are required even if your studio has participated in previous tours.**

Please check any of the following that apply:

- I have digital images available for use in the brochure. The format of my images are (check any that apply): JPEG TIFF GIF PDF
- I do not have new or digital images available

**VOLUNTEER JOBS**

As a volunteer organization we need help from studio tour participants. We need help with everything from approaching new advertisers to filing to media distribution. Please contact Angela Matthews at 304-258-3541 or Carol Hsu at 304-258-1911 to ask about how you can participate.