Boca Raton Museum of Art Festival 2024

Event Summary
The Boca Raton Museum of Art proudly presents the 2024 annual outdoor, juried art festival -- the MUSEUM ART FESTIVAL in MIZNER PARK -- on February 3 & 4, 2024, in Boca Raton, Florida.

FESTIVAL SUMMARY
The MUSEUM ART FESTIVAL draws 45,000 to 60,000 art buyers and enthusiasts to the Museum’s doorstep every year. Approximately 170 artists and artisans nationwide are selected to showcase their fine artworks in various mediums, including ceramics, wood, fiber, glass, drawing, painting, mixed media, jewelry, photography, and sculpture.

The MUSEUM ART FESTIVAL is the ONLY art festival affiliated with the Boca Raton Museum of Art and the ONLY art festival permitted to occupy the full breadth of Mizner Park.

The Museum promotes the MUSEUM ART FESTIVAL year-round as part of its comprehensive marketing plan: MUSE magazine, quarterly calendar mailings sent to 5,000+ households; e-blasts reaching 12,500+ subscribers; social media efforts reaching 25,000+ followers; week-of banner signage visible to 70,000+ vehicles daily; and a dedicated budget for multi-channel marketing that includes postcards, print and online ads, radio spots, press coverage, and zoned cable TV ads. These efforts allow for maximum targeted market infiltration with over 3 million impressions.

BE A PART OF OUR MISSION OF EXCELLENCE
Please KNOW THE RULES before you apply

General Information
FEBRUARY 3 & 4, 2024
Saturday - 10 a.m. to 5 p.m.
Sunday - 10 a.m. to 5 p.m.

POINTS OF INTEREST/AMENITIES

• 170 exhibiting spaces
• 40,000+ art enthusiasts attend
• $12,000 total awards
• Located on the grounds of an upscale retail center & Museum
• Over $20,000 committed to advertising
• Complimentary Artist “to-go” continental breakfast
• Complimentary volunteer “booth sitters.”
• Exhibit map/flyer
• 24-hour security
• Booth Signs
• Local restaurants and a food event in the Mizner Park Amphitheater
• FREE artist parking

CONTACT INFORMATION
Boca Raton Museum of Art 501 Plaza Real, Boca Raton, FL 33432 artfestival@bocamuseum.org

Event Website: www.bocamuseum.org/artfestival

AWARDS
$12,000 in awards where excellence is determined, regardless of media category, as follows: nine (9) Merit Awards of $1,000 each and one (1) $3,000 Best-In-Show award. On-site judging of the exhibitors occurs during Art Festival hours on Saturday, February 3, 2024. Prizes are determined by the quality of the entire body of work displayed.

SALES/TAXES
The Boca Raton Museum Art Festival does not require an artist to pay commissions. The exhibitor handles all sales, and each artist is responsible for collecting Florida Sales Tax (7%) and returning the payment to the Florida Tax Revenue Service. Tax forms will be issued to each exhibitor in the on-site packet at the opening of the Art Festival. For further tax information, call 1-800-352-3671 to request Form DR-15EZ or call the West Palm Beach office at 561-640-2800.

APPLICATION
All artists must apply on ZAPP by Midnight Eastern on Friday, October 6, 2023. Submit a separate application, image set, and jury fee of $50 for each category entered. Submit only one (1) application per body of work. Multiple applications must represent either work in different media categories or separate work bodies within one category. A collaborative team producing a single work of art may qualify as a single exhibitor.

DIGITAL IMAGES
Please submit four (4) digital images of professional quality. Three (3) digital images must be of individual pieces of work, and one (1) digital image must be of your current booth display. The image should only display your work in the booth and not reveal names or include people standing there.
The Boca Raton Museum of Art staff reserves the right to use artists’ images for promotional purposes, including advertising, publicity, and web-based distribution outlets. No compensation is provided for the use of these images.

JURY PROCESS
The jury selection process will occur Oct 9 - 20, 2023. Applicants will be notified of jury selections on ZAPP application by Monday, October 23, 2023. Three (3) Jurors will be viewing each artist’s digital images utilizing high-quality computer monitors. Artists are assigned a number and judged only by the submitted digital images, not other qualifications. All digital images, three showing artwork and one showing a booth view, are evaluated together. During the first round of jurying, all Jurors will classify each
artist’s work as Invited, Not Invited, or Waitlist. During the second round of jurying, Waitlist applicants are either added to the Invited category or remain on the Waitlist. The second round of invited artists will be offered spaces by **November 21, 2023**. There is no telephone or postal-mail notification of status.

**FEES**

**APPLICATION FEE:** A $50 non-refundable credit card purchase or check, payable to the Boca Raton Museum of Art, must be submitted with each application.

The application deadline is **October 6, 2023**. Booth fees are NOT required at the time of application but are due, from Invited artists, by **November 17, 2023**.

**EXHIBIT FEE**

Upon receiving acceptance notification, the accepted artist must pay by credit card on ZAPP or send a check to the Boca Raton Museum of Art, Attn: Art Festival, 501 Plaza Real, Boca Raton, FL 33432, for booth space by **November 17, 2023**. Booth fees range from $395 - $1,185. Respond by the deadline to avoid the revocation of the invitation. Booth fees are not refundable due to artist cancellation after **November 20, 2023**.

**PRE-ACCEPTED ARTISTS (2022 and 2023 Award Winners)**

If you are a pre-accepted artist, it is still necessary for you to apply on ZAPP, meeting all application requirements by **October 6, 2023**.

**REMINDERS**

- Completed application for EACH category entered.
- Three artwork images AND one booth image per application
- Booth location request (if known)
- $50 NON-REFUNDABLE application fee, the credit card on Zapp or check with entry
- Booth fee, if invited, by credit card on ZAPP or check before **November 17, 2023**
- **MAIL CHECKS** to the Boca Raton Museum of Art, Attn: Art Festival, 501 Plaza Real, Boca Raton, FL 33432.

**FREE ARTIST PARKING**

There is limited FREE artist parking. The artist parking area will open at noon on Friday, February 2, 2024. Spaces are available on a first-come, first-served basis. Festival artists with large RVs and trucks use the surface lot adjacent to Mizner Park. Artists with regular-sized cars and SUVs use the upper level of the four parking garages in Mizner Park. Trucks and trailers are NOT permitted to park in the Mizner Park garages. Artists must follow the traffic-flow instructions the Art Festival Committee set up in conjunction with the City of Boca Raton.

**CALENDAR – IMPORTANT DAYS TO NOTE:**

- Applications open on June 23, 2023.
- Jurying: Oct 9 - 20, 2023
- Deadline for invited artists/pre-accepts to remit booth fee: November 17, 2023.
• Last day for a full refund due to artist cancellation: November 20, 2023.
• Waitlist artists will be notified on November 21, 2023, if invited.
• Information on booth assignment will be posted on ZAPP on December 15, 2023.
• Booth set up: Approximately 3:30 am Sat, Feb 3, 2024.
• Booth set up: Approximately 3:30 am Sat, Feb 3, 2024.
• Artists’ Parking and Early Check-In opens on Friday, February 3, at noon.
• Booth set up: Approximately 3:30 a.m. Sat, February 4, 2023 – streets must be closed by the
  City & no early setup allowed.
• Booth closure cannot begin before 5 p.m. Sunday, February 4, 2024.

RULES / REGULATIONS
KNOW THE RULES

The following rules and policies ensure fairness to all participating artists and festival guests. Any failure
to comply will result in immediate removal from the Art Festival. The artist will be ineligible to participate
in the Boca Raton Museum of Art’s Art Festival for three years.

• Artists must be 18 or older – a photo ID is required at check-in. • Representatives may not attend in
  place of the artist – the invited artist must be present for the entire two-day event.
• Work displayed on site must be consistent with the submitted digital images- work outside your juried
  category will NOT be allowed.
• All work in every category must be original work the invited artist produces. Work made from
  commercial kits, molds, patterns, plans, prefabricated forms, or other commercial methods is
  prohibited.
• All prints must be signed, numbered, and limited to no more than 250 in the series. • Digital
  reproductions, Giclee, Iris, or inkjet copies can NOT be the only items in the artist’s booth. The booth
  must contain mostly original artwork. A reproduction is a copy of a work of art that already exists as a
  painting, watercolor, drawing, photograph, etc., and which is copied from the original using a digital or
  photographic process and printed on an offset press, serigraph press, or through a computer including all
  printer formats desktop or Giclee. All Digital and Photography prints must be signed and numbered in a
  limited edition of 250 or less. • All two-dimensional work must be matted or framed – gallery-wrapped
  canvases are accepted but highly discouraged.
• All work must be priced or marked “Not for Sale.” The inclusion of work that is not for sale is highly
  discouraged.
• Exhibitors may not display ribbons or awards from any other or previous shows.
• Service animals are allowed on a leash and are the owner’s responsibility.
• Exhibitors must keep their exhibits open until 5 p.m. Saturday and Sunday, February 4, 2024.
  No early dismantling is allowed.
• Vehicles must be removed from the exhibit area by 9:30 a.m., Saturday, February 3, 2024, and
  will NOT be allowed back into the exhibit area until after 5:00 p.m., Sunday, February 4, 2024.
  Local police will be on hand to assist with the flow of traffic.
Booth Information

BOOTHS

Event layout changes annually.

**BASIC BOOTH** – provided to each invited artist

- Single Booth (10’ x 10’, one opening) = $395

**PREMIUM BOOTH**S – limited availability

- Single Corner Booth (10’ x 10’, two openings) = $605
- Double Booth (10’ x 20’, one opening) = $715
- Single End Cap (10’ x 10’, three openings) = $815
- Double End Cap (10’ x 20’, three openings) = $1,085
- Open Air (10’ x 20’ minimum, open on all sides) = $1,185

The Art Festival Committee will assign booths by availability and try to comply with specific artists’ requests – no requests are guaranteed.

Artists are responsible for all display items and systems, including chairs, needed for their booths. Participants **MUST** provide an appropriate size canopy (white tent) to fit their booth. The entire display must be sufficiently sturdy to withstand weather and crowds. **Electricity and generators are NOT permitted.**

The artists are responsible for their booths’ cleanliness, safety, and security. Therefore, cartons, boxes, containers, carts, dollies, and packing materials should not be in view during the public hours of the Festival.

Legal Agreement

In consideration of mutual benefits, invited artists to agree to abide by the regulations set forth herein and do at this moment release and forever discharge the Boca Raton Museum of Art, and anyone affiliated with the Art Festival, from any responsibility whatsoever for damage or loss of any or all of any exhibit or exhibits and gives them the right to terminate or refuse any exhibit.

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