

artwalk

Welcome to ArtWalk Downtown Billings!

As a Season Member or One Time Participant in ArtWalk Downtown Billings, you're now a part of a strong, historic tradition that's supported artists and the fine arts in downtown Billings for nearly 25 years. What a legacy! We're proud of downtown Billings' reputation as the region's epicenter for fine art. Many say we host Montana's largest and best ArtWalk!

Please visit our new, user-friendly website, www.artwalkbillings.com, where you'll find information about rules, documents, gallery notes and images, upcoming events, maps and info about the artists, galleries, museums and other "art-worthy" venues. Also, "like" us on [Facebook.com/billingsartwalk](https://www.facebook.com/billingsartwalk). Before each ArtWalk event, we share images and gallery notes from all participants; we also share art-related information from our community, the region and around the world.

We want you to be familiar with our expectations for Season Members and One Time Participants:

- You will host an exhibit of original art for each ArtWalk event. Featured art should not be part of the your establishment's regular decor, nor should it be carried over from previous ArtWalk events;
- ArtWalk events are intended to foster creativity and a community spirit. Our mission is to further the showing and sale of fine arts and to encourage artists who live and work in our community and region. Artists should be encouraged to attend;
- You will be open between the hours of 5 p.m. and 9 p.m. on your designated ArtWalk event night as a One Time Participant or all six nights as a Season Member;
- You will prominently display the ArtWalk Season Member signage inside your premises (if applicable) and ArtWalk outdoor signage near the front door of your establishment;
- One-Time Participants must return the outdoor sign and rebar stand to: DBA, 2815 2nd Avenue North, Billings, MT 59101 immediately after the selected ArtWalk event. Only Season Members may retain their signage and stands during the ArtWalk season;
- You will submit a 40 word summary about your art exhibit and a high resolution jpg of one art piece from your exhibit (with title and artist name) to the ArtWalk Director (virginiab@downtownbillings.com) on or before the 10th day of the month prior to each

designated ArtWalk event. Early submissions are appreciated. Late submissions will be included in press materials and on the map only as time allows;

- Images must be properly labeled as follows: seasonyear.galleryname.artist.title. For example: autumn17.toucan.johnson.bessie would be the proper label for image submitted by Toucan Gallery for the Autumn 2017 ArtWalk showing work by artist Betina Johnson and submitting her artwork image “Bessie.” Acceptance of improperly labelled images is within the discretion of the ArtWalk Director;
- Independent artists (unrepresented by galleries) are expected to show work at only one location during each ArtWalk event. In addition, independent artists are expected to show new work at subsequent ArtWalk events.
- Season Memberships (\$400 for the 24th Season) are due on or before April 1. Payments in full made thereafter carry a \$50 late fee. Season Memberships may be paid in two equal installments on April 1 and June 1. Installment payments not made on the dates noted are subject to a \$50 late fee. We do not send payment reminders.
- One Time Participant fees are due on or before the 10th day of the month prior to the selected ArtWalk event. Early payments are encouraged;
- Payments may be made in cash, check payable to ArtWalk Downtown Billings or by credit card. Email Molly at the DBA: frontdesk@downtownbillings.com for credit card information.
- Season Member Agreements and One Time Participation Agreements must be downloaded from artwalkbillings.com, read, signed and returned to ArtWalk Downtown Billings when payments are due as noted herein;
- The DBA Purple Crew delivers signage and ArtWalk bags containing maps and other info during the week of each ArtWalk event. If you’re unavailable to accept a delivery, contact Molly: frontdesk@downtownbillings.com to pick-up of your materials at DBA;
- You’re responsible for additional promotion of your event beyond that which is provided by ArtWalk Downtown Billings; and
- Season Members are expected to attend ArtWalk’s Annual Meeting on the second Monday of March each year (in person or by proxy) and participate as needed basis throughout the year.

Thanks for reading this letter carefully. We know it’s a lot to digest. We suggest you read it a couple of times. Most questions can be answered by looking at www.artwalkbillings.com. If you are still in a quandary, email Molly at frontdesk@downtownbillings.com or call 406.294.5060 or contact Virginia 690.1662 or virginiab@downtownbillings.com.

We hope you have as much fun hosting your ArtWalk events as we have organizing the season. We operate on a philosophy of “continuous improvement,” so if you have a suggestion, let us know.

Best wishes!

Virginia Bryan
Director, ArtWalk Downtown Billings.