



# FIRST FRIDAY ART WALK



## APPLICATION

Business Name: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_

Website: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone : \_\_\_\_\_

**Please check below the level you wish to apply for:**

- Art Walk Membership | Initial payment of \$160, \$60 per month thereafter
- Art Walk One-Time Exhibitor | \$125
- Art Walk Sponsorship, 1 Year | \$480; available in-district only
- Art Walk Sponsorship, 6 Months | \$280; available in-district only
- Art Walk Out-of-District Sponsorship, 1 Year | \$600
- Art Walk Out-of-District Sponsorship, 6 Months | \$360
- Art Walk Presenting Sponsorship, Yearly | \$10,000
- Art Walk Presenting Sponsorship, Quarterly | \$2,500

**I prefer to be billed:**

by email invoice  by paper invoice via U.S. Mail

I have read the membership/sponsorship requirements and fully understand my responsibility as a participant. I agree to meet the information deadline of the 10th of the month before First Friday, and I agree to pay my membership fees in a timely manner. I understand my membership will be forfeit if my membership fees are more than 60 days in arrears.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Send completed application and check, payable to **Springfield Regional Arts Council**, to:  
**Springfield Regional Arts Council | 411 N. Sherman Parkway | Springfield, MO 65802**

**To pay by Credit Card, call Amy at 862-2787**

For more information about the Springfield, MO, First Friday Art Walk:  
Contact Clarissa French, First Friday coordinator, at (417) 862-2787 ext. 25 or (417) 832-0754

# First Friday Art Walk Member and Sponsor Requirements

## ART WALK VENUES

### Section I: First Friday Venue Requirements:

- A) Any venue that actively is involved in the exhibition of visual fine arts, presenting different and rotating artwork/artists throughout the year; Or a working artist studio, whereas the predominance of venue's income is derived as a working artist. Restaurants are encouraged to be sponsors and bars are excluded.
- B) Must be geographically located in Springfield's Center City district, designated as Chestnut Expressway to the north, Cherry Street to the south, National Avenue to the east and Grant Avenue to the west.
- C) Must provide free admission to First Friday Art Walk event (the first Friday of each month).
- D) Venues must abide by the First Friday Art Walk, Inc. bylaws (which will be given upon acceptance) and follow recommendations made by the board of directors.
- E) Agree to meet monthly promotional information deadlines as established by the Board of Directors. The deadline for information is the 10th day of the month prior to Art Walk.
- F) Each First Friday Venue may appoint one person from their organization as a member of the Board of Directors. If this Director is unable to attend a meeting, the venue may identify a proxy to vote their interest on the Board of Directors.
- G) It is the responsibility of each Venue to provide the Board Secretary with current mailing address and contact information as it becomes necessary.
- H) Venues must agree to pay all required fees as specified in Appendix A, Section 1.
- I) First Friday Venues who have unpaid invoices aged greater than 60 days will have their First Friday Participation suspended until all past venue fees are paid in full. It is the responsibility of each First Friday Venue to verify with the Treasurer that their account is current and in good standing.
- J) Colleges and Universities are exempt from the geographic boundaries designated in Article 3, Section 1 B. Colleges and Universities are also exempt from monthly dues during periods of nonparticipation.

### Appendix A, Section 1. First Friday Venue Financial Requirements

- A) Upon initial approval and before the first exhibit in the First Friday Art Walk event, a Venue must pay \$160 (\$100 one-time First Friday dues; \$60 for first month's promotional/advertising fee).
- B) The Venue must agree to pay \$60 per month for advertising and promotional costs. An invoice will be issued by the corporation to each First Friday Venue with their current and/or outstanding monthly fees.
- C) One time Venues may participate for a fee of \$125 per month.

## **ART WALK SPONSORS**

### Section 2: First Friday Sponsor Requirements:

- A) Sponsors can be restaurants, bars, retail venues, offices or organizations.
- B) Sponsors must agree to pay all required fees as specified in Appendix A, Section 2.

### Appendix A, Section 2. First Friday Sponsor Financial Requirements

- A) Upon initial approval, a sponsor within our geographic boundaries must pay \$480 per year payable the first month of participation or \$280 for a six-month sponsorship. Prorated sponsorships are available based on publication times.
- B) Sponsors outside of the district may participate for \$600 per year or \$360 for six months. As with venues, sponsors must be current on their sponsorship payments.