

FREQUENTLY ASKED QUESTIONS:

Q: I signed up as a member and got confirmation – not sure what to do next.

A: Please see the Help document to complete a submission.

Q: I try and logon but get a blank screen. What do I do?

A: The submission process requires web cookies, which is limited at some workplaces - best to do it at home. The submission application is designed to do on a computer – you may have issues if trying to complete a submission on your phone or iPad.

Q: I dragged and dropped my images but they are not uploading.

A: Please be patient – the site may be slow due to heavy usage. Do not refresh your browser, just wait a few seconds. Be sure to save after uploading each image.

Q: How are the booth locations determined?

A: Booth allocation will be drawn at random in 3 batches: early bird, regular submission and late submission. If you have a specific request, please let us know on your submission page and, if you are accepted, we will attempt to place you in the best available booth that most closely matches your request when your name is drawn. No guarantees of location are made and all locations are subject to change due to park conditions. We will do our best to accommodate any medical restrictions.

Q: I signed up as a member but cannot access the member rates. Why?

A: It is possible that you did not complete the process and have not yet created your unique password. Please confirm your payment has gone through.

Q: I am not a member, why do I need to create a profile?

A: We need a profile for all submissions so that we have accurate information to contact you with jury results and ongoing communications relating to your submission. The Artists' Network respects your privacy and NEVER sells or shares contact information of its members or show participants.

Q: Last year, I was a Remote Member but I don't see the sign up for Remote Membership on the website.

A: As of 2019, the Artists' Network discontinued the Remote Membership as it created an unfair discount for Riverdale ArtWalk and ArtWalk in the Square. We have also increased the difference between member and non-member rates to add more benefits to our members! We invite all previous Remote Members to become Full Members.

Q: Do I still have to do the online submission if I'm automatically accepted (Grandfathered)?

A: Yes, you still need to pay to participate and we also need your images to populate the online Artists Gallery that accompanies every show. Images are also required to ensure your body of work is similar to last year. Without your online submission, we have no record of your intention to participate

Q: How do I know I am "grandfathered" into this year's show?

A: In order to be grandfathered into Riverdale ArtWalk or ArtWalk in the Square, you had to be a member in 2019 when you participated and are a 2020 member at the time of submission. You are Grandfathered into the show you participated in last year. I.e. – if you participated in ArtWalk in the

Square and were a member in 2019, you are automatically accepted in ArtWalk in the Square in 2020, if you are a member at the time of submission. This does not qualify to automatic acceptance into Riverdale ArtWalk and vice versa. The Artists' Network has the right to revoke Grandfathering at any time and may do so if the art changes dramatically from what was originally juried in.

Q: I know this is a fine art only show but my work is unique and I am not sure if it qualifies. How can I be sure before I submit?

A: If you are not sure if the type of work is eligible for submission, please reach out to Angela@ArtistsNetwork.ca and we can provide direction. Please note that if the Network deems your work acceptable to submit, this is no guarantee of acceptance.

Q: I don't have a credit card; how can I pay?

A: You do not need a credit card to pay via PayPal. You can open an account for free and connect it to your bank account. For more information, please visit <https://www.paypal.com/ca/webapps/mpp/home>

Q: Can I pay by cash or cheque?

A: No, the Artists' Network no longer accepts cash, cheques or certified cheques. Please use PayPal to submit your fees.

Q: If I don't have access to a computer, how can I submit?

A: You can submit via a tablet or computer. Mobile phone is not recommended. If you need help with the Riverdale ArtWalk or ArtWalk in the Square submissions, we are more than happy to assist you in our office during office hours. Please call to make an appointment and bring JPEGs of your images.

Q: When is the orientation and what does it cover?

A: We host an orientation for the Riverdale ArtWalk as well as ArtWalk in the Square. Once you are accepted, we will reach out and confirm orientation details. During orientation, we discuss show logistics such as move-in and move-out as well as how to leverage marketing to increase traffic to your booth, sales tips, pricing recommendations and general show survival tools!

Q: Do I need to live in the Riverdale neighbourhood to become a member of the Artists' Network or submit to a show?

A: No, membership is not geographically-based; in fact, we have member artists across Canada. Visit the website to learn more about Artists' Network member benefits and services.
<http://www.artistsnetwork.ca/join/>

Q: Can I share a booth with a friend?

A: No, two or more independent artists who are simply sharing the cost of a booth may not apply together. You can, however, request your booths to be near each other.

Q: Why is the Riverdale ArtWalk juried?

A: It is the Artists' Network intention is to present a quality show and to provide equal and impartial opportunity to all artists wishing to exhibit with the Riverdale ArtWalk regardless of artist affiliations/memberships, or degree of experience. The 'grandfathering' option allows previously accepted artists to promote the show during other art events such as The Artist Project.

Q: How does the jury process work?

A: The Riverdale ArtWalk includes the work of professional and emerging visual artists

working in drawing, photography, printmaking, new media, painting, sculpture, and mixed media. Submissions are adjudicated anonymously by a panel of professional artists or collectors who reflect varied aspects of cultural production in the visual arts including gallery operations and management, education and mentorship, commissions & representation, sole and group exhibitions, curatorial practice, and artist talks. The jury changes every year.

Q: What is the difference between an Artist Biography and an Artist Statement?

A: An Artist Biography provides a sense of your training, past experience and highlights from your curriculum vitae. An Artist Statement focuses on the artistic vision of your current work.

Q: How and when will I find out if I have been accepted?

A: The results of the selection process will be communicated to you by email. We will not provide acceptance information over the phone. Please refer to the website for dates.

Q: Can I dispute or appeal the jury's decision?

A: No, all decisions are final.

Q: What if I need to cancel my participation?

A: If you are juried in to the Riverdale ArtWalk and you decide to withdraw from the event, your participation fee will be returned to you at a discounted rate based on the date written notice was received. This credit is less a \$35 administrative fee. Please refer to the website for specific dates.

Q: How big is the space I will be exhibiting in?

A: Artists will be assigned a 10' by 10' booth space. Your tent must fit this space. No encroaching into the aisles will be allowed as it obstructs walkways and neighbouring artists line of sight.

Q Can someone else sit my exhibition?

A: All artists must sit their exhibition sites on both days from 11am to 6pm. This is your opportunity to meet art buyers and get feedback on your work. Artists may arrange coverage of their sites for short breaks.

Q: Do you provide the tent or the display materials?

A: No, we do not. Artists must provide their own tent, and all other display materials. If you choose to rent a tent, a rental order form will be included in the artists manual. The Artists' Network has partnered with AllCargos for all rentals; they will be onsite during the show. Display systems must be secured by weights, sandbags or bricks. **Spiking of the ground at Jimmie Simpson Park and CF Shops at Don Mills is strictly prohibited.**

Q: What if it rains?

A: The shows are a rain or shine event. A great reason to invest in or rent a 10' by 10' waterproof tent! The orientation can provide some tips to survive the rain.

Q: How does the load-in process work?

A: When you receive your participant package by email and access to our online Artist Handbook that will include your load-in/loadout time and procedures to follow. Pre-determined groups of artists will arrive at the park in fifteen minute intervals. You will be greeted by a representative from the Artists' Network and any new pertinent information will be shared at that time. You then have fifteen minutes

to unload your materials on the curb side. The tire of your car may be marked in chalk with your booth number. This allows us to identify you if you leave your vehicle unattended for longer than the allotted time. Remember, there are between 85 and 180 participants at our outdoor shows. Following the load-in procedure ensures a smooth, organized start to everyone's day. **Before you begin transferring your materials to your booth location, you must move your car and find a place to park.**

It is highly recommended that you bring someone along to help you with this procedure. Once you have located your booth and set yourself up, stop by the Artists' Network information booth to pick up your artist package.

Q: What do I do with my art overnight?

A: Artists are encouraged to remove all personal property at the end of each day. You may, however, choose to leave your tent assembled overnight. Security will be engaged to look after the event space overnight. Please note that Artists' Network is not responsible for stolen or damaged property. Leaving any materials overnight is done at the risk of the artist. Indoor artists at Riverdale ArtWalk can leave their work in their booth overnight. We have limited onsite storage for outdoor artists to store large works.

Q: Does the Artists' Network take a commission from my sales?

A: No. 100% of the revenue you make from sales are yours. We may, however, inquire as to the status of your sales over the weekend. This information is invaluable to us as organizers to gauge the economic impact of the event as well the effectiveness of our marketing strategies.

Q: I don't know yet what I don't know!!!!

A: Don't worry. Once the jury process is complete, there will be a closed Facebook Group page set up that will allow you to ask millions of questions and get a fast response. We also will provide you with access to our Online Artist Handbook. We are here to support you and ensure you have a great experience!