

## 2020 Bergen County Teen Arts Festival

# VISUAL ART APPLICATION FORMS AND INSTRUCTIONS

This section includes:

1. Visual Art Application Instructions – Please read carefully
2. Visual Art Application Form – To be returned to your school liaison for return to Teen Arts by January 17, 2020
3. Master Sheet of entries – To be completed and submitted on Thursday, May 14 when the visual art entries are put on display.
4. Entry labels – To be completed, separated and placed on or near each entry on Thursday, May 14 when the visual art entries are put on display.
5. Visual Art Critique Form – To be duplicated (two sided, please), identifying information completed and attached to each Visual Art entry for use by the Visual Art critique personnel on Thursday, May 14, 2020.
6. Release of Liability Form – **Every work submitted must have an accompanying Release of Liability Form.** To be duplicated and completed for all Visual Art entries, not just those moving on to the Special County Exhibit as in the past. Please submit these on May 14 when the visual art entries are put on display.
7. Program Cover Application Information
8. Program Cover Application Form – To be submitted on Thursday, May 14 when the works are put on display.

**VISUAL ART APPLICATION INSTRUCTIONS**  
**2020 Bergen County Teen Arts Festival**

The final application form is due on **January 17, 2020**.

Limit of 10 pieces per registration fee. This includes both 2-D and 3-D works.

**General Directions**

1. Art will be hung by school name, not genre. Your panel will be pre-assigned.
2. Each school will be allowed a hanging surface of 6' by 6' only. This will be two wire mesh panels. Work should be hung using S hooks or medium size clips.
3. Work which cannot fit onto the 6' by 6' space cannot be displayed. In order to provide for a safe, orderly exhibit, **it will not be permitted to place work on the floor or in the area of your assigned panel.** Each work must be hung safely on the provided 6' by 6' wire mesh panels.
4. The Master Sheet attached, must be completely filled out and brought with you when you come to hang the art the day PRIOR to the festival. Student personal information will not be required on this form – only on the Release of Liability Form. If you have more than 10 entries, copy the Master Sheet. There is a fee of \$20 for each piece of art over the 10 piece limit. Space for the additional works will be assigned as available. Three Dimensional works are included in the total number, but they are placed on separate tables. Bring the completely filled out Master Sheet with you on **Thursday May 14, 2020** to present to the Art Advisory Committee.
5. Please duplicate the attached Visual Art Critique – two sided, please. One for each piece of artwork you are exhibiting. Be sure to fill out the identifying information on the critique form completely. Teachers are responsible for attaching the critique form next to each artwork. No form – no critique.
6. Also included are 10 labels for the displayed work. Please complete these, separate them and attach appropriately to or nearby each work.
7. Work that is not available for further display at the additional exhibition at the Bergen County Administration Building should be indicated appropriately on the label.
8. A Release of Liability Forms is included in this packet. Please duplicate and have each student complete, sign, obtain parents signature and submit with the Master Sheet on Thursday, May 14, 2020 prior to hanging of the work. All works on display must have a Release of Liability Form or they will not be permitted to be part of the show.
9. **All artwork must be hung/displayed between the hours of 8:00 a.m. and 11:00 a.m. on Thursday May 14, 2020. Critiquing begins promptly at 11:00 a.m.**

10. We are encouraging all schools to keep the art show intact until at least 1:00 PM on Friday, May 15. All art work should be available for all attendees to view throughout the Teen Arts Festival. Our goal is to have your students work get the recognition it deserves and have the show “complete” as long as possible. An art teacher or their representative must sign out with the Visual Arts Planning Committee before dismantling their display.
11. Be certain you bring enough appropriate materials (picture hooks and hanging wire are acceptable, string. Masking tape, duct tape and nails are not acceptable) to hang your students’ work.
12. **Frames with glass, and jewelry will NOT be permitted to be displayed.**
13. Entries for the 2020 Teen Arts Festival Program Cover should be brought on May 14, 2020 and the appropriate application form (see below) should be completed.

**Additional entries over those included in your school Registration Fee will be accepted as space permits. The fee for additional entries is \$20 per work.**

## Visual Art Application Form 2020

Be sure to fill out this form completely and legibly. Return it to your school liaison. All final application forms must be in the Teen Arts office by **January 17, 2020**.

Your registration fee entitles you to display a combination of 10 pieces of 2-D and 3-D art. All 2-D pieces must fit onto a 4x8 foot panel. Sculpture (3-D work) will be placed on separate tables.

**Please note: this form has been created with PDF "Text Fields". You may complete the form by typing directly into it or printing it out and completing by hand.**

School: \_\_\_\_\_

Sponsoring Teacher: \_\_\_\_\_

Teacher/Advisor email address: \_\_\_\_\_

-----

Number of 2-D pieces \_\_\_\_\_ Number of 3-D pieces \_\_\_\_\_ Total \_\_\_\_\_

Number of 2-D and 3-D works will be submitted by April 18, 2020 \_\_\_\_\_  
(If you choose the option to submit on April 18, you must remember this obligation!)

Jewelry will NOT be accepted. Do NOT use glass in any frames.

Note that any pieces chosen for additional display must be ready to hang. Do not use masking tape to attach wire to the rear of the frame, it will not hold.

Please read and sign below:

In consideration of being permitted by the County of Bergen and the Teen Arts Festival to participate in this exhibit, I agree that I understand and have explained to my students that the County of Bergen, the Teen Arts Festival staff and Bergen Community College are not responsible for damage or theft of art work as a result of being in this exhibit. I have carefully read this release and fully understand its content.

I understand that a Release of Liability Form must be submitted on May 14, 2020 for every participating work in the Teen Arts Visual Art display.

\_\_\_\_\_  
(Signature of Art Teacher or School Representative)

# 2020 BERGEN COUNTY TEEN ARTS FESTIVAL MASTER SHEET FOR VISUAL ART DISPLAY

Please note: this form has been created with PDF "Text Fields". You may complete the form by typing directly into it or printing it out and completing by hand.

School \_\_\_\_\_

Visual Art Teacher \_\_\_\_\_

Visual Art Teacher's Email Address \_\_\_\_\_

Number of Entries: 2D \_\_\_\_\_ 3D \_\_\_\_\_ Total Entries \_\_\_\_\_

1. Artist: \_\_\_\_\_ Category: 2D \_\_\_\_\_ 3D \_\_\_\_\_  
Title of Work: \_\_\_\_\_ Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

2. Artist: \_\_\_\_\_ Category: 2D \_\_\_\_\_ 3D \_\_\_\_\_  
Title of Work: \_\_\_\_\_ Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

3. Artist: \_\_\_\_\_ Category: 2D \_\_\_\_\_ 3D \_\_\_\_\_  
Title of Work: \_\_\_\_\_ Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

4. Artist: \_\_\_\_\_ Category: 2D \_\_\_\_\_ 3D \_\_\_\_\_  
Title of Work: \_\_\_\_\_ Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

5. Artist: \_\_\_\_\_ Category: 2D \_\_\_\_\_ 3D \_\_\_\_\_  
Title of Work: \_\_\_\_\_ Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

School \_\_\_\_\_

6. Artist: \_\_\_\_\_

Category: 2D\_\_\_\_\_ 3D\_\_\_\_\_

Title of Work: \_\_\_\_\_

Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

7. Artist: \_\_\_\_\_

Category: 2D\_\_\_\_\_ 3D\_\_\_\_\_

Title of Work: \_\_\_\_\_

Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

8. Artist: \_\_\_\_\_

Category: 2D\_\_\_\_\_ 3D\_\_\_\_\_

Title of Work: \_\_\_\_\_

Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

9. Artist: \_\_\_\_\_

Category: 2D\_\_\_\_\_ 3D\_\_\_\_\_

Title of Work: \_\_\_\_\_

Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

10. Artist: \_\_\_\_\_

Category: 2D\_\_\_\_\_ 3D\_\_\_\_\_

Title of Work: \_\_\_\_\_

Available for Exhibit: Yes \_\_\_\_\_ No \_\_\_\_\_

## Labels for Individual Visual Art Work

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____YES ____NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____YES ____NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____YES ____NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____YES ____NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____YES ____NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____ YES ____ NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____ YES ____ NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____ YES ____ NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____ YES ____ NO
Title	Medium
Artist	Recognition
School	
Teacher	

2020 Teen Arts Festival	AVAILABLE FOR EXHIBIT ____ YES ____ NO
Title	Medium
Artist	Recognition
School	
Teacher	



## Visual Art Critique Form 2020

Please note: this form has been created with PDF "Text Fields". You may complete the form by typing directly into it or printing it out and completing by hand.

**One of these forms should be attached to every piece of 2D and 3D art displayed.**

Fill in all information legibly.

Artist: \_\_\_\_\_

Title of Work: \_\_\_\_\_

School: \_\_\_\_\_

Visual Art Teacher: \_\_\_\_\_

-----

The following item will be among those considered for critique:

Use of Principles of Design

Use of Elements of Design

Communication of Theme/Idea

Expressive Content

Technical Skills/Craftsmanship

Originality/Creativity/Aesthetics

---

---

---

---

---

---

---

---

---

---

Please see other side for additional critique information.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Critiquer: \_\_\_\_\_

Date: May 14, 2020

**2020 Teen Arts Festival  
RELEASE OF LIABILITY FORM**

**ALL WORKS OF ART DISPLAYED AT THE TEEN ARTS FESTIVAL VISUAL ART EXHIBIT MUST HAVE A RELEASE OF LIABILITY FORM ON FILE.** This signed form must accompany the art when it is brought to Bergen Community College, on **Thursday May 14, 2020, between 8:00 a.m. and 11:00 a.m.** No art will be permitted to be displayed if not accompanied by a signed Release of Liability Form.

**Please note: this form has been created with PDF "Text Fields". You may complete the form by typing directly into it or printing it out and completing by hand.**

Artist: \_\_\_\_\_

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

City, Zip: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_

Daytime Phone: (    ) \_\_\_\_\_

Title of Art: \_\_\_\_\_

Medium: \_\_\_\_\_

School: \_\_\_\_\_

-----  
I acknowledge that I have agreed to have my artwork exhibited at the Bergen County Teen Arts Festival Visual Art Exhibit. I am voluntarily participating in this exhibit and assume all risks of damage or theft of my art work. Furthermore I understand that, if selected and if I chose to participate, then my artwork may be displayed at the Bergen County Administration Building, One Bergen Plaza, Hackensack, NJ.

In consideration of being permitted by the County of Bergen to participate in these exhibits, I agree that I and my heirs, distributes, legal representative and assigns will not make any claim against, sue, attach the property of, or prosecute the County of Bergen and any Teen Arts Festival staff, for damage or theft of my art work as a result of being in this exhibit. I have carefully read this release and fully understand its content. I am aware that this is a release of liability and a contract between me and the County of Bergen and the Teen Arts Festival and I am signing it of my own free will.

-----  
Artist's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 2020 Teen Arts Festival Program Cover Application

*PLEASE BRING ENTRIES WITH YOU ON THURSDAY MAY 14, 2020  
WHEN YOU COME TO HANG YOUR SCHOOLS ART DISPLAY.*

---

The Teen Arts Festival Advisory Board and Art Planning Committee are requesting that any junior or senior high school participating in the Annual Teen Arts Festival, if they wish, submit entries to be considered for use as the cover for the following year's Bergen County Teen Arts Festival program. There will be a limit of 10 submissions per school.

The cover of the 2020 program will be chosen by the Art Planning Committee from the entries submitted. Other entries will be used, as space permits, within the program. There is no guarantee on how many submissions per school will be used as program art as has been the case for the past two years. All artists whose work is used will be recognized in the program.

The requirements which must be strictly followed are as follows:

1. All entries must be brought to the 2020 Teen Arts Festival on the Thursday prior to the festival (May 14, 2020) when you come to hang your art.
  2. Entries must be on card stock type material and be approximately 8.5 inches high by 11 inches wide. Entries that do not conform to these measurements may be resized appropriately to fit the requirements of the cover and the program.
  3. Entries must be black and white. For example, they can be pen & ink or black cut paper placed on white paper, or white cut paper on black paper.
  4. **Entries created digitally will be accepted but they must be black and white and suitable for offset printing appropriate to our "non-color" cover.**
  5. Entries should depict all the various artistic genres represented at the festival; art; creative writing; dance; film & video; instrumental music; vocal music, and theater.
  6. The artists name, grade, address, home phone number and school must be printed on the back of the submitted piece of art.
  7. Entries must be from students in grades 7 through 11 ONLY! No senior entries will be considered as they will have already graduated prior to the festival program being printed and issued at the festival.
-

2020 Teen Arts Festival Program Cover Application Form

(Duplicate as necessary)

Artists to be in grades 7 through 11 ONLY – No Senior entries.

Please note: this form has been created with PDF "Text Fields". You may complete the form by typing directly into it or printing it out and completing by hand.

---

Artist: \_\_\_\_\_ Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Artist's Age: \_\_\_\_\_

Art Teacher: \_\_\_\_\_

School: \_\_\_\_\_

Artist: \_\_\_\_\_ Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Artist's Age: \_\_\_\_\_

Art Teacher: \_\_\_\_\_

School: \_\_\_\_\_

Bring your entries along with this application form with you when you come to hang your art on Thursday May 14, 2020. The winning entry will be chosen on the festival day by the Teen Arts Festival Art Planning Committee. A maximum of 10 entries per school will be permitted.