

PELHAM ART FESTIVAL

Liability and Artist Code of Conduct Agreement

For In-Person and Online Festivals | Effective November 1, 2026

GENERAL TERMS AND CONDITIONS

Safety, Liability, and Insurance

All participating artists are responsible for the safety, care, and insurance of their artwork throughout the Festival, whether participating in person or online. Artists must ensure that artwork is securely transferred or shipped to purchasers and arrives in good condition. Pelham Art Festival (PAF) is not responsible for loss, damage, or theft of any kind.

Marketing and Promotion

Participation in the Festival grants PAF permission to reproduce images of artists' artwork and biographical text to promote the Festival online and in print. All images will be properly credited. Artists will receive PAF communications and access to Festival promotional materials. To protect the integrity of the Festival's design and brand, PAF's visual and written assets must be used as provided, without alteration.

Artist Code of Conduct

Pelham Art Festival values respect, openness, positivity, and community. These values apply to all communications and interactions among artists, committee members, volunteers, and the public. PAF maintains a zero-tolerance policy for disrespectful or inappropriate behaviour. Violations may result in immediate dismissal from the in-person or online Festival, forfeiture of fees, and ineligibility for future participation.

Community Standards and Compliance

Pelham Art Festival is a family-friendly event. Displayed artwork must be suitable for general audiences. Artists will be notified if their work does not meet Festival standards. PAF may request the removal of non-compliant work or terminate participation without a refund. Artists who are uncertain about compliance should contact artists@pelhamartfestival.com before the Festival. No exceptions will be made on-site or after setup.

Payment and Commission

The application handling fee is \$30 (\$10 for Youth Artists) and is non-refundable. PAF retains a 15% commission on total sales to support the Lincoln Pelham Public Library System, art scholarships, and community arts projects. Participation and booth fees are non-refundable after April 15, 2027, unless a replacement can be found from the waitlist.

International Artists

Artists applying from outside Canada are responsible for obtaining the necessary travel and import documentation. PAF does not issue visa invitation letters. All travel, accommodation, shipping, and customs costs are the artist's responsibility. International artists are encouraged to apply for PAF Online participation.

In-Person Festival | May 7–9, 2027

Meridian Community Centre, Pelham, Ontario

Artist Presence

Artists must be on-site for the full duration of the Festival to represent themselves and engage with the public. Assistants may help in booths, and PAF volunteers are available to provide short relief breaks; however, artists may not hire others to sell on their behalf. The personal connection between artists and visitors is central to the Festival's mission and artists' success. Artists are expected to be available throughout the Mother's Day weekend to answer questions, engage with potential buyers, and facilitate sales.

Insurance and Security

The Meridian Community Centre security system monitors the Accipiter Arena overnight on Friday and Saturday. Despite these precautions, artists remain responsible for insuring their own work.

Sales and Transactions

Sales may be made directly to customers or processed through credit or debit payments at the PAF Treasurer/Information Table. Artists must complete the provided triplicate invoices for all sales to maintain records for themselves and PAF. At the end of the Festival on Sunday, artists must check in at the Information Table to submit their 15% commission payment based on total sales and receive any funds collected on their behalf, if applicable.

ONLINE FESTIVAL | May 1–31, 2027

PAF E-Commerce Platform

Online Gallery Setup

Artists are responsible for uploading artwork, descriptions, prices, and a biography to their secure online gallery by April 20, 2027, to be included in online curated exhibitions. Festival administrators will review submissions and provide support to help ensure galleries are complete and visually consistent with PAF standards.

Gallery Updates and Management

Artists may add or change artwork in their online galleries as pieces sell or as they wish to update their selection. A maximum of 15 artworks may be listed for sale at any one time.

Customer Engagement

Artists must be available throughout the Festival to respond promptly to customer inquiries and manage sales. Artists may not appoint representatives to conduct online sales or communications on their behalf.

Post-Festival Sales

From June 1, 2027, through April 2, 2028, artists monitor and manage their own sales directly. No commission is deducted.

Shipping and Delivery

Artists are responsible for all shipping arrangements. Local buyers may coordinate in-person delivery or pickup directly with the artist. Artwork for non-local buyers must be professionally packaged and shipped with appropriate insurance and tracking. Artists should clearly communicate shipping costs before completing a sale.

ARTIST AGREEMENT

By submitting an application, you acknowledge that you have read, understood, and agree to comply with all terms and conditions of the Pelham Art Festival Liability and Artist Code of Conduct Agreement.