



HERTFORD TOWN COUNCIL



November 2018

Dear Artist

RE: HERTFORD ART TRAIL 2019

We are delighted to announce our call for artists to take part in this year's Art Trail, part of the annual Arts Festival in Hertford town centre. Attached to this letter you will find an application form and terms and conditions. These must be returned by the deadline of **Monday 21st January 2019**.

The trail will open on Saturday 6th April and run until Sunday 5th May with a Preview on Friday 5th April. In addition to displaying work in your venue, you will also be asked to provide one piece for the exhibition at Hertford Castle on the preview evening on 5th April.

Artists or groups of artists will be allocated a venue in the town in which to display and sell their work, if appropriate, for the period of the trail. Further details can be found in the attached submission form and terms and conditions.

PLEASE NOTE

Please make sure you read, sign and return a copy of the terms and conditions with your application. If your application is successful we will request payment of £30.

Courtyard Arts Centre is coordinating the application process on behalf of Hertford Town Council and this year the **charity will receive 50% of the submission fee**. Applications should be sent to:

Centre Director

centredirector@courtyardarts.org.uk

or

Courtyard Arts Centre

Port Vale

Hertford SG14 3AA

If you require any further information about the trail or the application process please contact centredirector@courtyardarts.org.uk or call 01992 509596.

We look forward to receiving your application and good luck.

Yours sincerely

Melissa Reynolds
Marketing & Events Manager, Hertford Town Council