



## ***2025 Artist Rules & Guidelines - May 9<sup>th</sup> – May 11<sup>th</sup>, 2025***

### **Section I — Participating Artists**

- Participation is limited to residents of Placitas, New Mexico and those individuals who maintain primary studios in Placitas, New Mexico.
- The PST Board of Directors (PST BOD) has the sole authority to accept or deny any 2025 PST application. Application fees will be returned in full, to any artist denied participation in the 2025 PST. An application can be rejected for, but not limited to, the following reason:
  - Artist has shown disrespect, which can be proven, to PST Board members and/or fellow PST Artists.
- Participating Placitas artists may not invite any vendor or artist who has not applied, been accepted and paid the required fees to the PST to participate in the PST.
- Commercial operations such as galleries, restaurants and other retail/commercial entities may not participate in the PST or host PST artists.
- PST artists may sell only their own original items and editions. **No pre-made items are allowed.**
- Artists must commit to a studio location at time of application.
- All studios must be open all three days of the tour from 10am-5pm. Closing early, without permission given by Nancy Holley, PST Chair, or any PST BOD **will result in not being accepted in future Placitas Studio Tours.**
- Artists are required to affirm and agree to the Hold Harmless Agreement and return it as an integral part of their completed application.

### **Section II — Participation**

- **Volunteering – Required**
- The PST is an all-volunteer organization. All who have applied and have been accepted as an artist in the PST **are required to volunteer** for one or more of the volunteer opportunities that contribute to the success of the PST.
- If circumstances do not allow an artist to volunteer, they **MUST** notify via email/text or by phone call to Nancy Holley, PST Board Chair, or any PST BOD member, explaining the reason why they are unable to volunteer. If an artist does not fulfill their obligation of volunteering on a volunteer committee or work group and has not notified Nancy Holley, PST Board Chair, or any PST BOD member, in advance as stated above, ***the artist will not be accepted in future Placitas Studio Tours.***
- **Mandatory Meeting – April 2<sup>nd</sup>, 2025 Required**
  - Each accepted and approved PST artist is **required to attend the PST mandatory meeting.**
  - If any artist is unable to attend the mandatory meeting, they are required to notify via email/text or by phone call to Nancy Holley, PST Board Chair, or any PST BOD member, prior to the start of the mandatory meeting explaining the reason why they are unable to attend the mandatory meeting. In addition, a stand-in must attend in their absence. The stand-in will sign for the artist and introduce themselves making it known that they are there representing the absent artist.
  - If an artist does not attend the mandatory meeting and does not send a stand-in to the mandatory meeting, and does not notify Nancy Holley, PST Board Chair, or any PST BOD member in advance, as stated above, ***the artist will not be accepted in future Placitas Studio Tours.***

The mandatory meeting has multiple purposes:

- Networking with fellow artists and PST BOD members.
- Receive updates from the PST BOD committees, review policies, rules and logistics of the tour.
- Q & A's
- Meet your Sign Captain and discuss signage logistics.
- Brochures are distributed.

### **Section III – Exhibits & Events**

- **Taste of the Tour – Meet and Greet Event - February 22, 2025 – Voluntary - Katie Thomas, Hospitality Coordinator**
- **Albuquerque Support Exhibit – Entire month of April, 2025 – Voluntary - Susan Meilahn, Event Coordinator**
- **PST Preview Exhibit – April 14 - May 12<sup>th</sup>, 2025 – Required - Susan Meilahn, Event Coordinator**
  - All participating PST artists *are required* to provide one piece of their art to be either hung, 3-D stand alone, or in some cases a photo of the art is acceptable, to be displayed at the Placitas Community Library, Gracie Lee Community Room.
  - All art will be for sale with 100% of the sale price going directly to the artists.

### **Section IV— Accessibility Standards**

- Studios and home locations and other locations that are deemed inaccessible to the public by vehicle will be advised to relocate their work to another location by the PST Board. Those participants electing not to relocate due to inaccessibility will have their application fee returned with a letter advising them of the reason for this action by the PST Board. The PST is not aware of any requirement of the federal Americans with Disabilities Act (ADA) to provide accessibility to physically or sight challenged individuals in this setting. However, should the need arise, each artist should make every effort to accommodate such individuals at their studio locations.
- Each artist participant must perform due diligence in researching and becoming knowledgeable about the prevailing laws affecting traffic, emergency vehicle access, and parking at or near their studios when public safety and the public right-of-way are impacted.

### **Section V — Studio Sharing**

- Artists may share a studio, however, there is a limit of four artists at one studio location. Sharing studio or home locations with artists accepted into the PST for display, demonstration and sales is an elective process determined by each participant in the PST and is not managed by any member of the PST Board. Any dispute that may arise between artists sharing space is not the concern of the PST Board.
- Each artist in a studio-sharing situation is required to individually apply, be accepted as an artist in the PST, and pay the required application fee to the PST.

### **Section VI— Governing Laws and Taxes**

- PST artists are solely responsible for payment of appropriate levied taxes on any of their sales. The PST is not responsible for inspection, adherence or the appropriateness of any given laws or their application of enforcement by any authority.
- Traffic and parking issues that may be impacted and/or exacerbated by any artist's studio location on the PST, particularly those issues which State or Country authorities may govern, are to be personally managed by the artists at that studio location and must conform to all local laws. In no case will the PST manage those issues or be liable for any situation that is cited by governing authorities.

## Section VII — Disputes and Resolutions

- The PST is an all-volunteer organization with no legal ability to resolve disputes amongst or for artists, the attending public, or neighbors of PST artists. Each artist is solely responsible for dispute resolution, for issues which may arise or in which they are involved. Artist's payment of required fees and acceptance into the PST is not an indication of legal support from the PST.
- PST artists may submit their concerns and/or suggestions regarding the PST in writing to [placitasstudiotour@gmail.com](mailto:placitasstudiotour@gmail.com). All submissions will receive a response.
- The PST Board will review any request for a refund of application fee due to extraordinary circumstances on an individual basis. The PST Board must approve all refund requests.

## Section VIII — Public Relations and Advertising

- The copyrighted PST Brochure image cannot be altered in **any way**, without the written consent of the PST BOD. **Any artist altering the copyrighted PST Brochure image without the written approval from the PST BOD will not be accepted in future Placitas Studio Tours.**
- Art that has been submitted for publicity purposes for the PST are subject to publisher's (PST BOD) standards of acceptance.
- The PST makes no representations about the suitability of artwork for publication by any media organization.
- Each PST artist, *have fun*, is responsible for their own public relations and personal advertising as they see fit.

## Section IX — Signage

- Studio numbering will start from the furthest eastern studio location as studio number one (1) and will continue in number succession ending at the furthest western studio location.
- Studio numbering, designations and locations are not flexible.
- Signage location may not be changed nor can additional signs be erected without the approval by the PST Board except on the artist own property.

## Section X – Tour Cancellation

- In the event the PST must be cancelled or postponed, the PST BOD will endeavor to refund as much of the 2025 PST application fee as is fiscally possible to each PST participating artist.

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