

SHORT NORTH ALLIANCE ADMINISTRATIVE OFFICE

875 N High St. 3rd Floor
Columbus, OH 43215
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SAFETY OFFICE

1181 Mt. Pleasant Ave
Columbus, OH 43215

WWW.SHORTNORTH.ORG

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SHORT NORTH ARTS DISTRICT GALLERY HOP GCAC PERFORMER GUIDELINES

About Gallery Hop

On the first Saturday of every month, thousands of visitors converge on High Street in the Short North Arts District for Gallery Hop. Visitors celebrate art throughout the evening with new gallery exhibitions, street performers, artisan vendors, special events, and more throughout the District. Showcasing dozens of galleries and non-traditional exhibit spaces, it's Columbus' favorite day of the month to celebrate art. Since the pandemic, Gallery Hop's hours have varied to align with local business operations. Currently, Gallery Hop performers are placed between 4 and 8 p.m. Hours are subject to change.

Gallery Hop is an event of the Short North Alliance. Learn more at shortnorth.org/about.

Permit

The Short North Alliance holds a Community Market License from the City of Columbus Section of the Department of Public Service to manage Gallery Hop and other select events/dates as specified on the license. Per this annual license, the Short North Alliance has permission to revoke the placement of any performer or vendor who does not participate within the guidelines set forth by the Short North Alliance approved by the City of Columbus. The SNA will provide each performer with a permit that they must have with them during Gallery Hop/special event to prove that their placement has been approved.

Placement & Setup

- The Short North Alliance (SNA) will designate a specific location for each performer. Performers should only report to their designated location to avoid interfering with other participants.
- Performers must leave at least 5 feet of walking space on the public right-of-way sidewalk in front of your setup for pedestrian walkways (according to Ord. 1174- 85/Code 523.15)
- Performers cannot block access to buildings, sidewalk ramps or block view of directional and safety signs.
- Electricity may be available but is not guaranteed. Performers must indicate in advance if they need access to electricity.
- All cords must be taped/secured to the sidewalk to avoid creating a tripping hazard.
- Music may be acoustic or amplified; if amplified, performers must provide their own amplification and adhere to the sound guidelines.
- Collecting tips is allowed.
- Performers must have a vendor's license to sell merchandise.
- 10' X 10' pop-up tents are allowed, but only in designated locations approved by the SNA. You must give advance notice and receive approval from the SNA before utilizing a tent during Gallery Hop.
- Parking validation at nearby facilities is provided. Additional mobility options available include a free Short North CPass for COTA, a free COGO bike rental membership, a discounted Lyft ride, or discounted SPIN scooter rental.

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Compensation

The Gallery Hop performance program is presented in partnership with the Greater Columbus Arts Council and the Music Everywhere Columbus program. Performers are paid by the Greater Columbus Arts Council, which matches Short North Funds to provide a performance fee of at least \$75/hour for individual performers. Compensation rates for groups of 4 or more will be determined on a case-by-case basis between the SNA and the performer. The Greater Columbus Arts Council will pay the performer via check or electronic bank transfer (requires the performer to be set up in the Greater Columbus Arts Council's system). Checks are generally mailed 2 weeks after the performance is completed in the system. Electronic bank transfers are generally made within 3-5 business days after the performance is completed in the system.

Cancellation & Weather Policy

Should a performer cancel or cut their performance short for any reason, they will only be compensated for their completed performance time. Performers must provide at least three days' cancellation notice, but more if possible. Canceling less than 24 hours in advance may jeopardize a performer's chances for future bookings. If the Short North Alliance cancels 24 hours or more in advance, the Performer will not be paid; if less than 24 hours in advance, the Performer will receive 50% compensation.

Gallery Hop and special outdoor events are rain or shine. In the event of inclement weather, it is ultimately up to the performers if they would like to perform. 10ft by 10ft pop-up tents are allowed, but only in designated locations approved by the SNA. You must give advance notice and receive approval from the SNA before utilizing a tent during Gallery Hop. If you do not have approval, have a tent that is larger than 10ft. by 10ft., or are blocking the right of way, you will be asked to take the tent down.

Conduct & Inclusion

The Short North Alliance is committed to fostering inclusion, diversity, equity, and access in the programs and services we offer to the community. It is our expectation that participating performers conduct themselves in a manner that is in keeping with the Short North Alliance's statement on inclusion, diversity, equity, and access and is respectful of all who attend Gallery Hop. More information about I.D.E.A. in the Short North can be found at www.shortnorth.org/ideainthesnad/.

Additional Performance Opportunities

Performers who are not selected to perform via the Greater Columbus Arts Council may still apply to perform without compensation at Gallery Hop. Apply at www.shortnorth.org/galleryhopapp.

Complete Gallery Hop Guidelines for all participants can be found at www.shortnorth.org/galleryhopapp.

QUESTIONS?

Contact Short North Alliance Director of Advancement, Johnny Riddle, at Johnny@shortnorth.org