



## SHORT NORTH ALLIANCE

**ADMINISTRATIVE OFFICE**  
886 N. HIGH ST, 4TH FLOOR  
COLUMBUS, OH 43215

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**SAFETY OFFICE**  
1181 MT. PLEASANT AVE  
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## SHORT NORTH ARTS DISTRICT GALLERY HOP & SPECIAL EVENT 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 night of the month to celebrate art. Gallery Hop officially runs 4 p.m. to 10 p.m.

### Permit

The Short North Alliance holds the Community Market License (No. 2013014800) from the City of Columbus Section of License Department of Public Safety to manage Gallery Hop and other select events. Per this 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, as to not interfere with other Gallery Hop/special event 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.
- Collecting tips is allowed.
- Performers must have a vendor's license in order to sell CDs/merch.
- Tents and canopies are not permitted.
- Parking is not provided. For more information on parking and transit in the Short North Arts District, visit [www.shortnorth.org/parking-transit](http://www.shortnorth.org/parking-transit).

### Sound Guidelines

- Anyone using an amplifier for music must abide by the noise ordinance (Section 2329.11) and finish at 10:00pm sharp. The city sound ordinance requires that your noise does not exceed 65 dBA for the one-hour average.
- Only ONE speaker/amplifier is permitted to be set-up per event.
- Your sound should NOT be heard across the street, or more than 2-3 doors down from where you are set up. You are expected to do a soundcheck at setup to test your sound level.
- If at any point your amplified music is too loud, the SNA can ask that you turn down your music or forfeit your Gallery Hop/special event permit.



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### **Compensation**

Compensation rates will be determined on a case-by-case basis between the SNA and performer. GCAC will deliver checks to performers via mail after the performance has been completed, which typically takes 1-2 weeks.

### **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 are requested to provide at least three days' notice of cancellation, 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 performer if they would like to perform. No tents or canopies are permitted, and shelter is not typically provided.

### **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](http://www.shortnorth.org/galleryhopapp).

**Complete Gallery Hop Guidelines for all participants** can be found [www.shortnorth.org/galleryhopapp](http://www.shortnorth.org/galleryhopapp).

### **Questions?**

Contact Becca Goodburn at [Becca@ShortNorth.org](mailto:Becca@ShortNorth.org).