

STEP BY STEP: ZAPPLICATION FORM



GO TO THE SUNSET VALLEY ARTFEST WEBSITE

<https://www.sunsetvalley.org/visitors/enjoy/events/sunset-valley-art-fest>



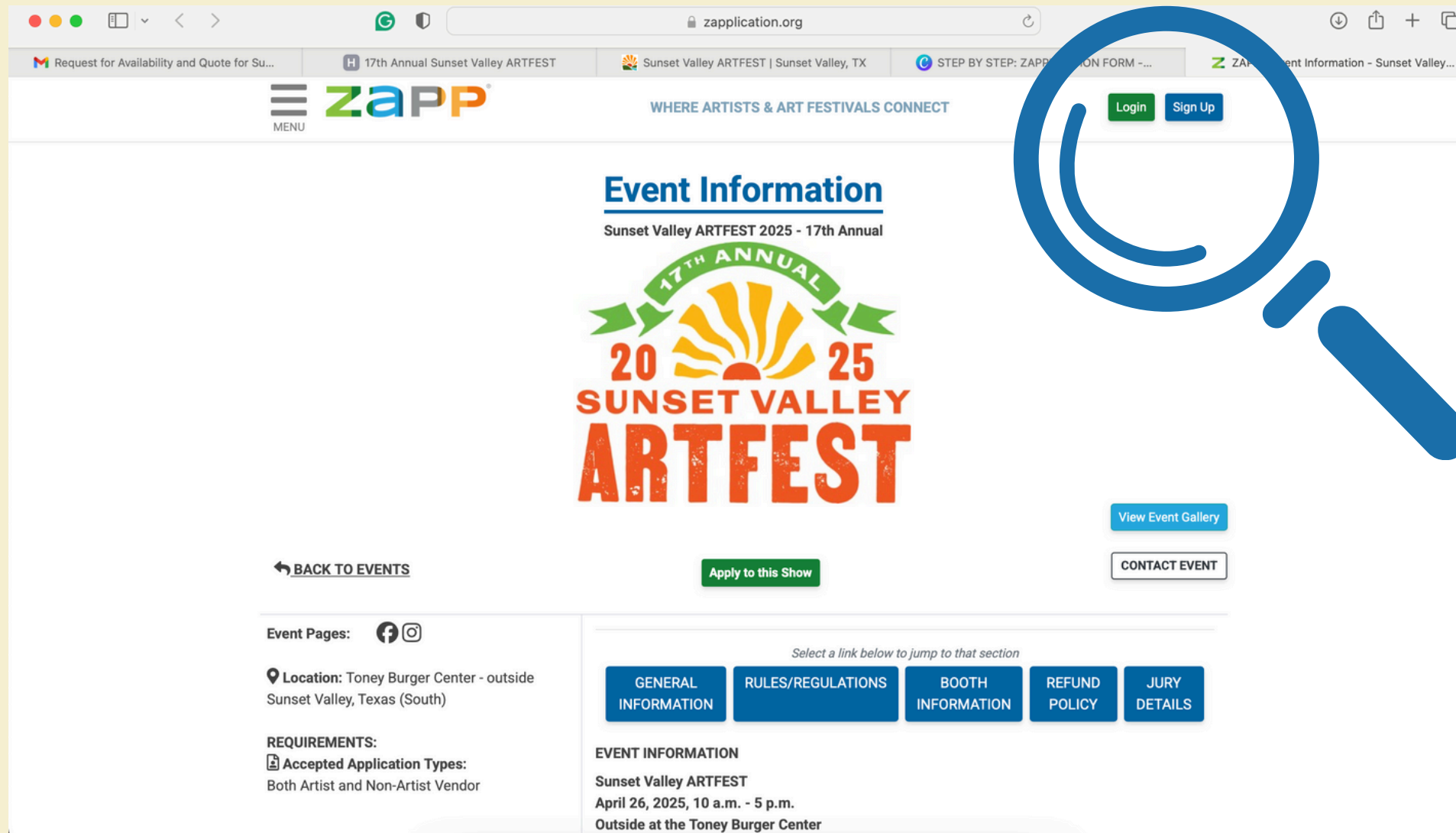
SCROLL DOWN AND CLICK ON THE “Click Here to Apply” LINK.

[Click Here to Apply](#)

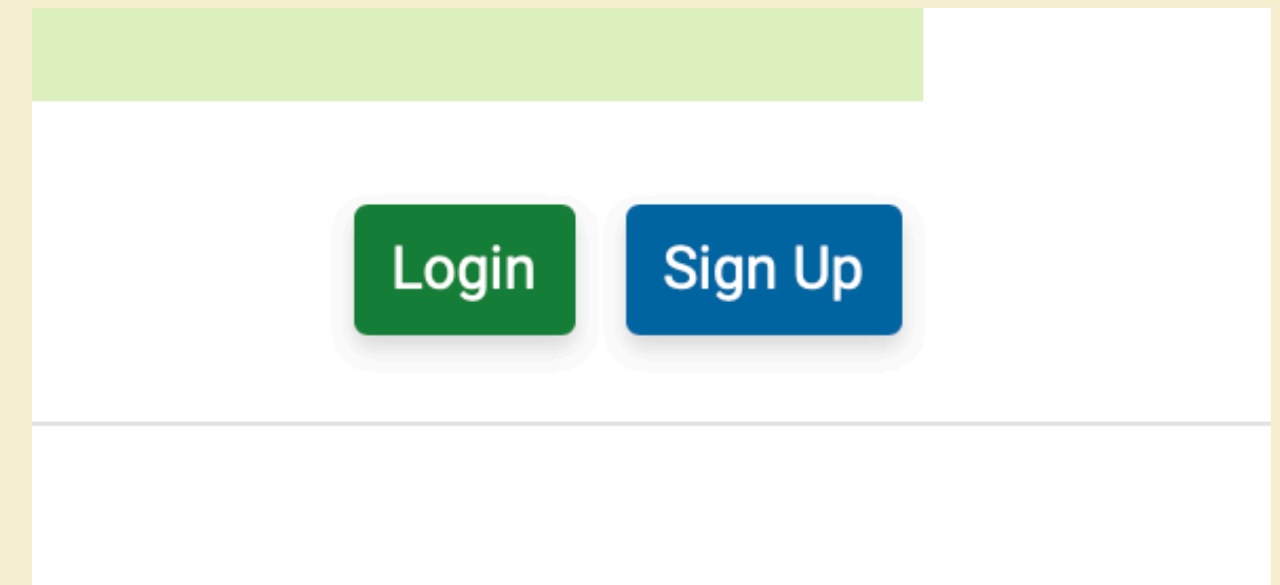
All items such as paintings, sculpture, wood-working, photography, jewelry, fiber arts, etc. MUST be handmade and original to the artist.



YOU WILL ENCOUNTER THIS PAGE



IF YOU HAVE AN ACCOUNT, CLICK ON THE LOGIN **(SKIP TO PAGE 8)**



IF YOU DON'T HAVE AN ACCOUNT, CLICK SIGN UP AND CONTINUE THE SLIDESHOW!



WHEN YOU CLICK 'SIGN UP' YOU WILL ENCOUNTER THIS PAGE

The screenshot shows a web browser window with the URL 'zapplication.org'. The page header includes the ZAPP logo, the tagline 'WHERE ARTISTS & ART FESTIVALS CONNECT', and 'Login' and 'Sign Up' buttons. A progress bar at the top indicates the current step is 'Legal', with other steps being 'Teams', 'Contact', 'Profile Type', 'Demographics', and 'Emails'. The main content area is titled 'Terms & Conditions' and contains the following text:

party. Each party is aware that each is free to seek independent professional guidance or legal counsel regarding this Agreement. Each party has either sought such guidance or legal counsel or decided, after reviewing the Agreement carefully, to waive such right. The limited rights and license granted under this Agreement do not include any assignment or transfer of the copyright in the Artwork and Images and do not include any right to reproduce, digitize, edit, modify, distribute, or publicly display the Artwork and Images, in whole or in part, for any purpose other than in conjunction with the ZAPP® Service and as expressly set forth in Section 4 of this Agreement.

By checking this box, I certify that I have read and agree to the ZAPP Terms and Conditions.

Below the checkbox, there is a list of instructions:

- You must login to continue the application process.
- Create an account below if you do not have an account already.
- ZAPP® is free to artists! Finish creating your account to gain access to fairs and festivals nationwide.

At the bottom, there is a note: '** Required fields are in bold' and a form field for 'Username' with a placeholder 'Username' and a note '20 characters maximum'.

MAKE SURE TO READ THE TERMS AND CONDITIONS AND CLICK ON THE CHECKBOX!

AFTER THIS, MAKE SURE TO START FILLING OUT THE FORM.



zapplication.org

Sunset Valley ARTFEST | Sunset Valley, TX

ZAPP - Register

zapp WHERE ARTISTS & ART FESTIVALS CONNECT Login Sign Up

**** Required fields are in bold**

Username
suns ✓
30 characters maximum

Email @gmail.com ✓ **Confirm Email** @gmail.com ✓

Password ! HIDE ✓ **Confirm Password** ! HIDE ✓
7 characters minimum, at least 1 capital letter & number

First Name a ✓ **Middle Initial** Middle Initial **Last Name** ub ✓

NOTE: Please input your information exactly as you want it to appear on booth signs, mailings, registration packets, name tags, etc. (e.g. John Smith vs. John smith or JOHN SMITH).

Are you an individual or a team?
 Individual Team

Do you work with associates?
 Yes No

We collect demographic information to better our understanding of the art fair and festival industry. Would you like to participate?
 Yes No

Next →

JUST FILL OUT YOUR BASIC INFORMATION TO CREATE AN ACCOUNT ON THE ZAPPLICATION.

zapplication.org

Sunset Valley ARTFEST | Sunset Valley, TX

ZAPP - Register

zapp WHERE ARTISTS & ART FESTIVALS CONNECT Login Sign Up

Legal Teams **Contact** Profile Type Demographics Emails

Contact Information

Country United States ✓

State Texas ✓

City austin ✓

ZIP Code 78745 - ZIP Plus

Business or Studio Name Sunset Valley Artfest Test1 ✓

Website https://www.sunsetvalley.org/visitors/enjoy/events/sunset-valley-art-fe ✓

Selling Website https:// ✓

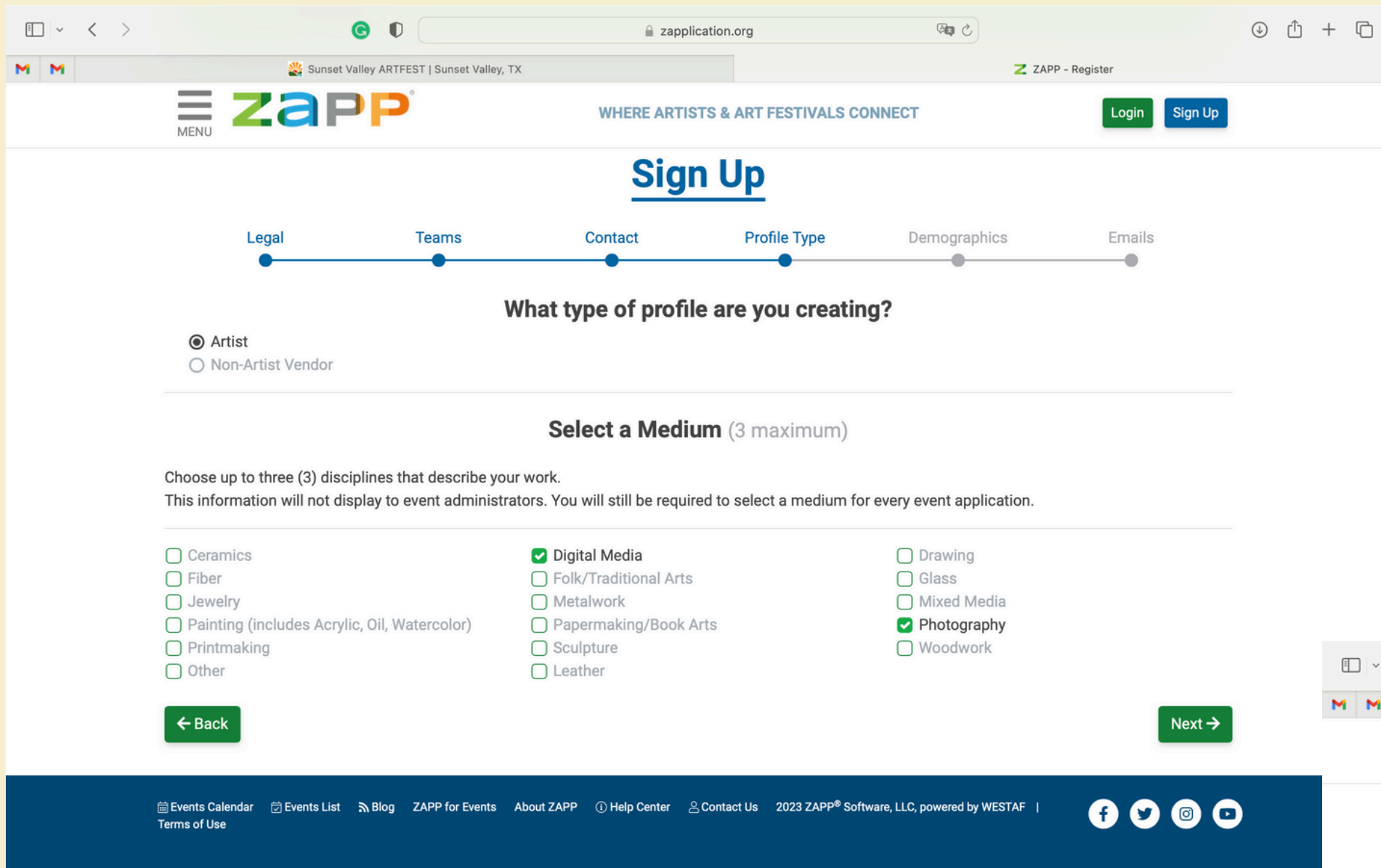
Primary Phone Area Code - ,1630 ✓

Alternate Phone Area Code - Phone Number

Address congress avenue

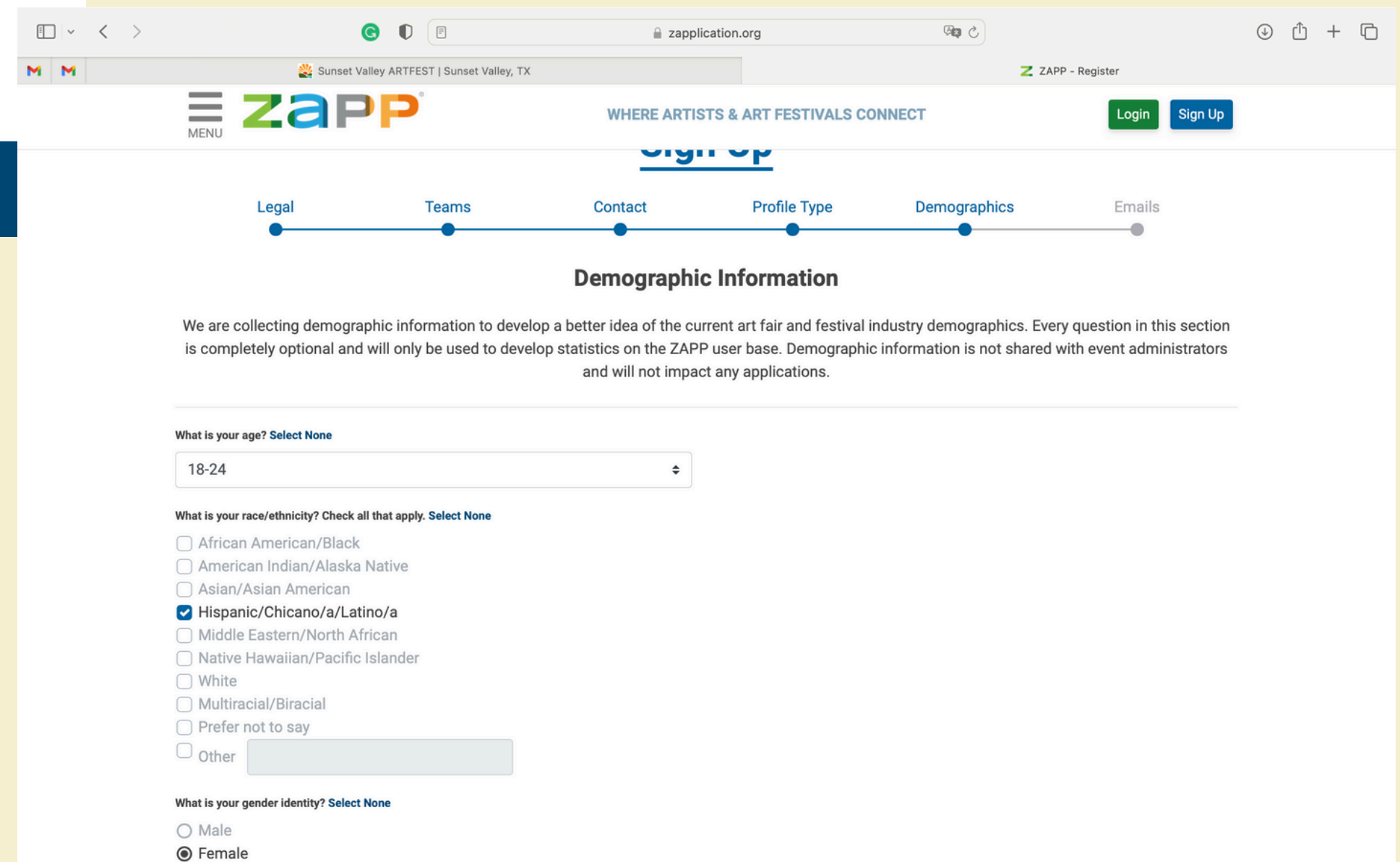
Address Line 2 Address Line 2

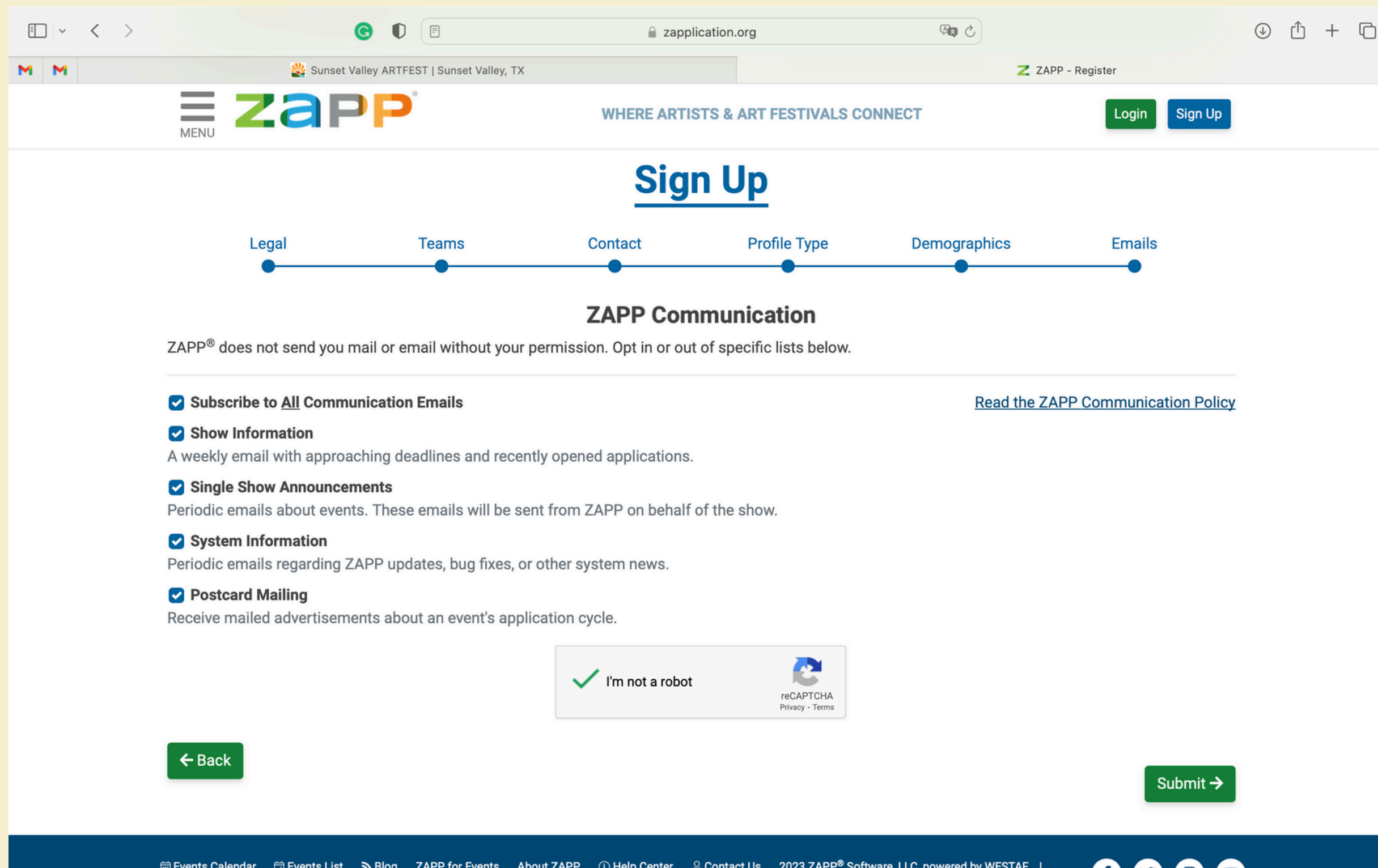
Add Social Media Link (Max 3) Add Social Media Link



FILL OUT YOUR PROFILE TYPE AND
SELECT THE OPTIONS THAT DESCRIBE
YOUR WORK BEST.

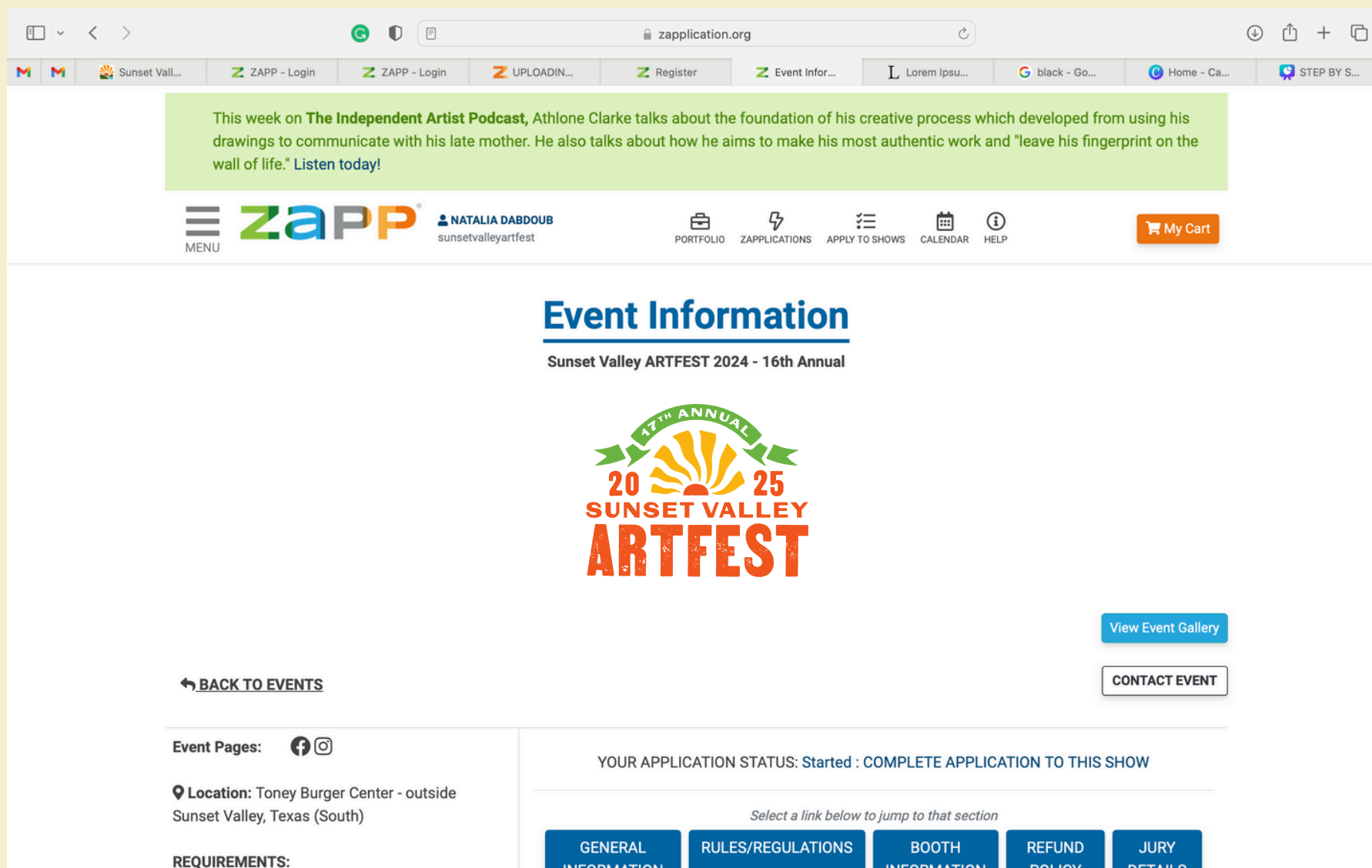
MAKE SURE TO ADD YOUR
DEMOGRAPHICS ON THE NEXT TAB!





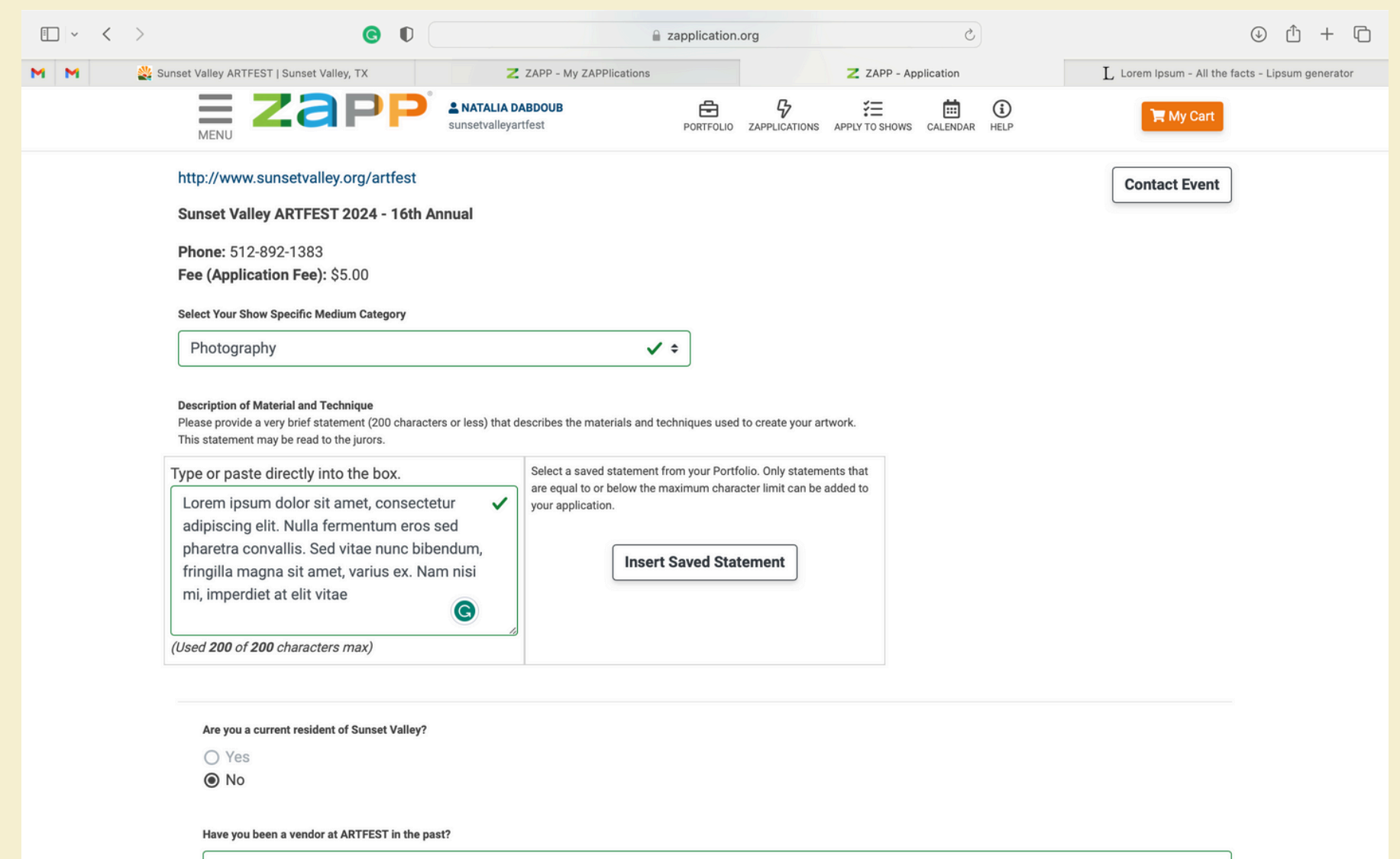
TO FINISH YOUR SIGN-UP PROCESS, CHOOSE THE OPTIONS YOU PREFER ON EMAIL PREFERENCES. YOUR NEXT STEP WILL BE TO GO BACK TO THE LOGIN, AND START YOUR APPLICATION FOR THE SUNSET VALLEY ARTFEST 2025!





MAKE SURE YOU'RE ON THIS PAGE TO START THE APPLICATION FOR THE 2025 ARTFEST.

THIS IS THE FIRST PAGE YOU WILL SEE ONCE YOU START THE APPLICATION. ANSWER THE BASIC QUESTIONS TO FILL OUT YOUR APPLICATION.



IMAGES INFORMATION

The screenshot shows the 'Image Guidelines' form on the ZAPP website. The form includes fields for Media File (with a 'Browse' button), Image Title (with a 60-character limit), Folder (a dropdown menu), Price/Value, Year completed, Measurement Type (set to 'Inches'), Height, Width, and Depth (all with '0' entered). There is also a Description field (248 characters remaining) and a Comment field. A 'Submit' button is located at the bottom right of the form.

THIS IS THE PAGE THAT YOU WILL SEE WHEN YOU CLICK TO UPLOAD YOUR PHOTOS TO YOUR PORTFOLIO ON ZAPP!

1. You will select an image from your computer or phone.
2. Fill in the image title, price, height, width, and depth.
3. Click on “Submit” at the right corner to upload your photo

The 'My Portfolio' page shows a storage limit of 1000 MB, with 7 MB used and 993 MB available. It features a navigation menu with 'Artwork Images', 'Booth Shots', 'Files', and 'Saved Statements'. A red arrow points to the 'Upload Artwork Image' button.

The 'Image Guidelines' form is shown with a 'Media File' section containing a 'Choose a file...' button and a 'Browse' button. Below this are options for 'Photo Library', 'Take Photo or Video', and 'Choose File'. The 'Folder' dropdown is set to 'Not in Folder'. The 'Medium' section has a 'Medium Type' field.

IMAGE GUIDELINES LINK:

<https://artisthelp.zapplication.org/my-portfolio-uploading-images/>



IMAGES INFORMATION

Requirements: Select 4 artwork images and 1 booth shot. 5 images total.

Selected Samples to Submit

1 2 3 4 ★

[Change Image Order](#) [Save & Preview](#)

★ Booth Shot: Your last image will be your booth shot, unless the event does not require a booth image.

My Portfolio

Only images uploaded to your portfolio can be added to an application. To add a new image, click "Upload New Images." Click on an image to add it to your application. Your images will appear to jurors in the order you selected them. To update, click Change Image Order and rearrange your images.

[Upload New Images](#)

| Artwork Images | Sort by: |
|--------------------------------|-------------|
| Show List View | Title (A-Z) |

| Booth Shots | Sort by: |
|--------------------------------|-------------|
| Show List View | Title (A-Z) |

[Save & Preview](#)

SCROLL DOWN AND YOU WILL SEE THIS SAME PAGE. YOU WILL SELECT YOUR IMAGES FROM YOUR PORTFOLIO TO UPLOAD TO YOUR APPLICATION. MAKE SURE THESE PHOTOS ARE YOURS AND ARE RELEVANT TO YOUR ART OR ITEMS YOU'RE SELLING.

IMAGE GUIDELINES LINK:

<https://artisthelp.zapplication.org/my-portfolio-uploading-images/>

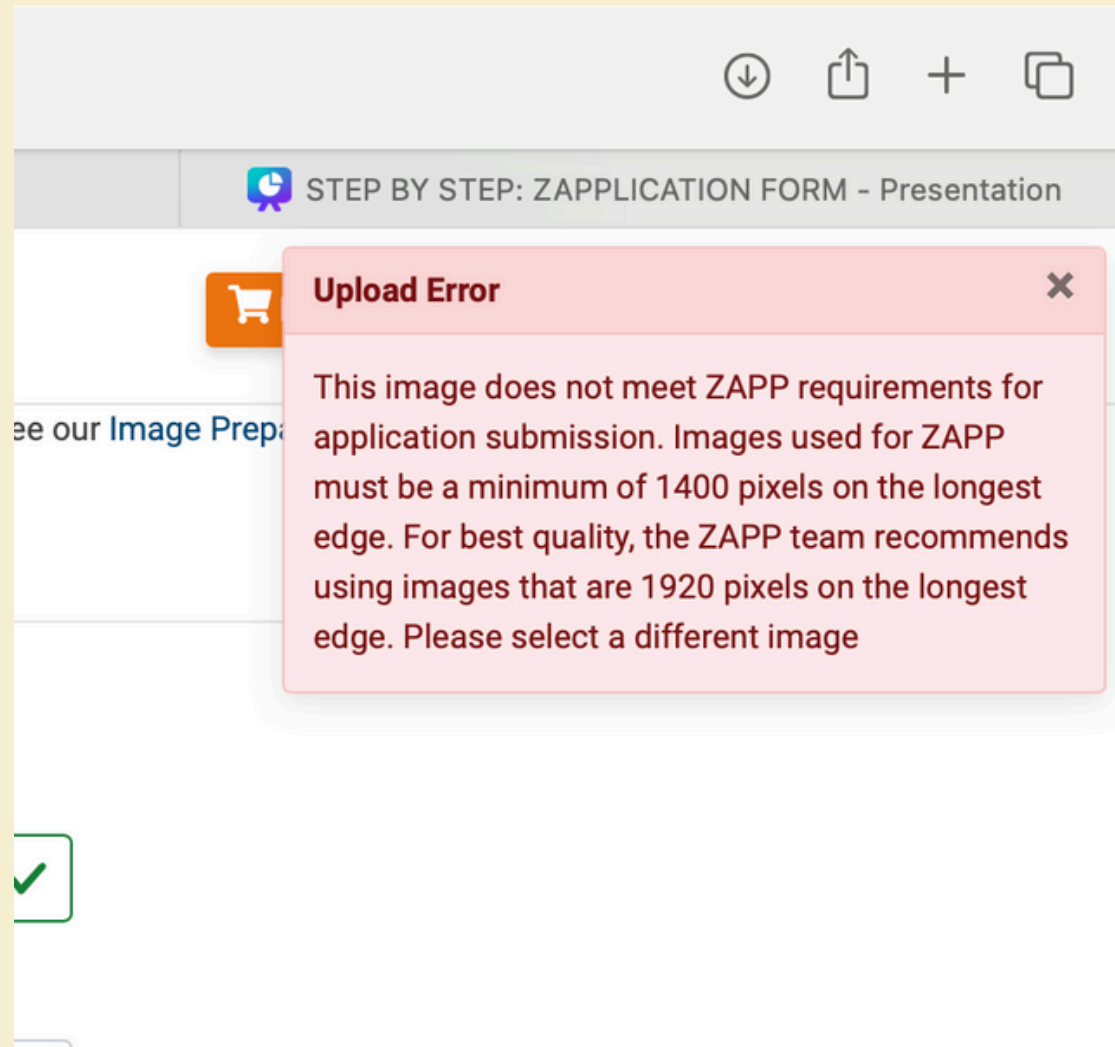


IMAGES INFORMATION

Some guidelines:

- Accepted file formats: jpeg, jpg, tiff, and png
- file size: under 5 MB
- Resolution: 72 ppi - 300 ppi

If your image is too big for Zapp, you can save your image on a lower resolution. If you need assistance and instructions to resize an image, the instructions are on slide 12.



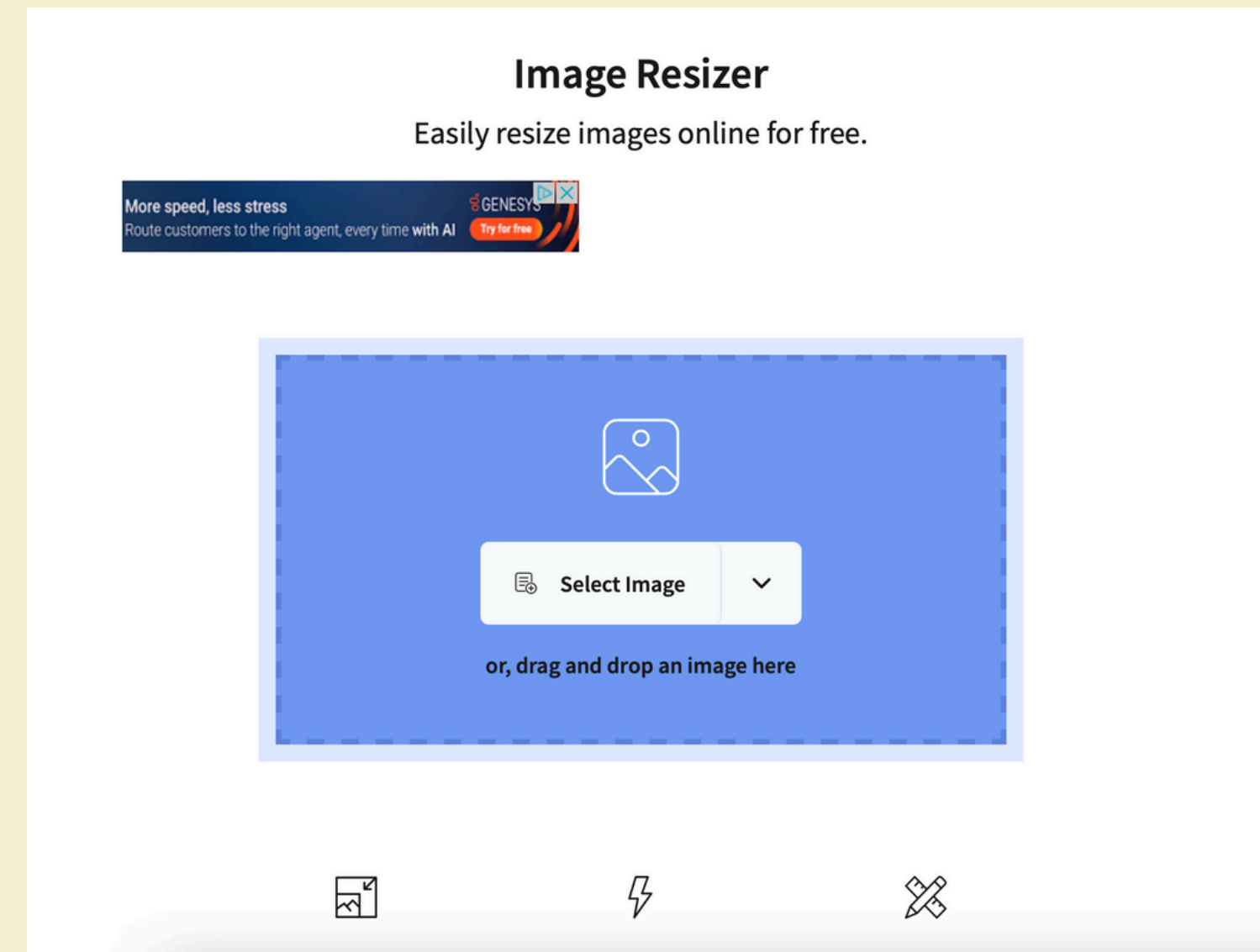
MAKE SURE YOU FOLLOW THE IMAGE GUIDELINES BECAUSE YOU WILL GET AN UPLOAD ERROR ON THE TOP RIGHT OF THE SCREEN.

IMAGE GUIDELINES LINK:

<https://artisthelp.zapplication.org/my-portfolio-uploading-images/>

RESIZING IMAGES

1. Visit an image resizing website.
 - a. <https://picresize.com>
 - b. <https://imageresizer.com>
2. Upload the file/image you want to resize
3. Use the site's resizing controls to change the size
4. Save the image to your device.
5. Upload the image to your Zapplication



[Link to helpful resizing guidelines:](#)

<https://www.wikihow.com/Resize-a-JPEG>

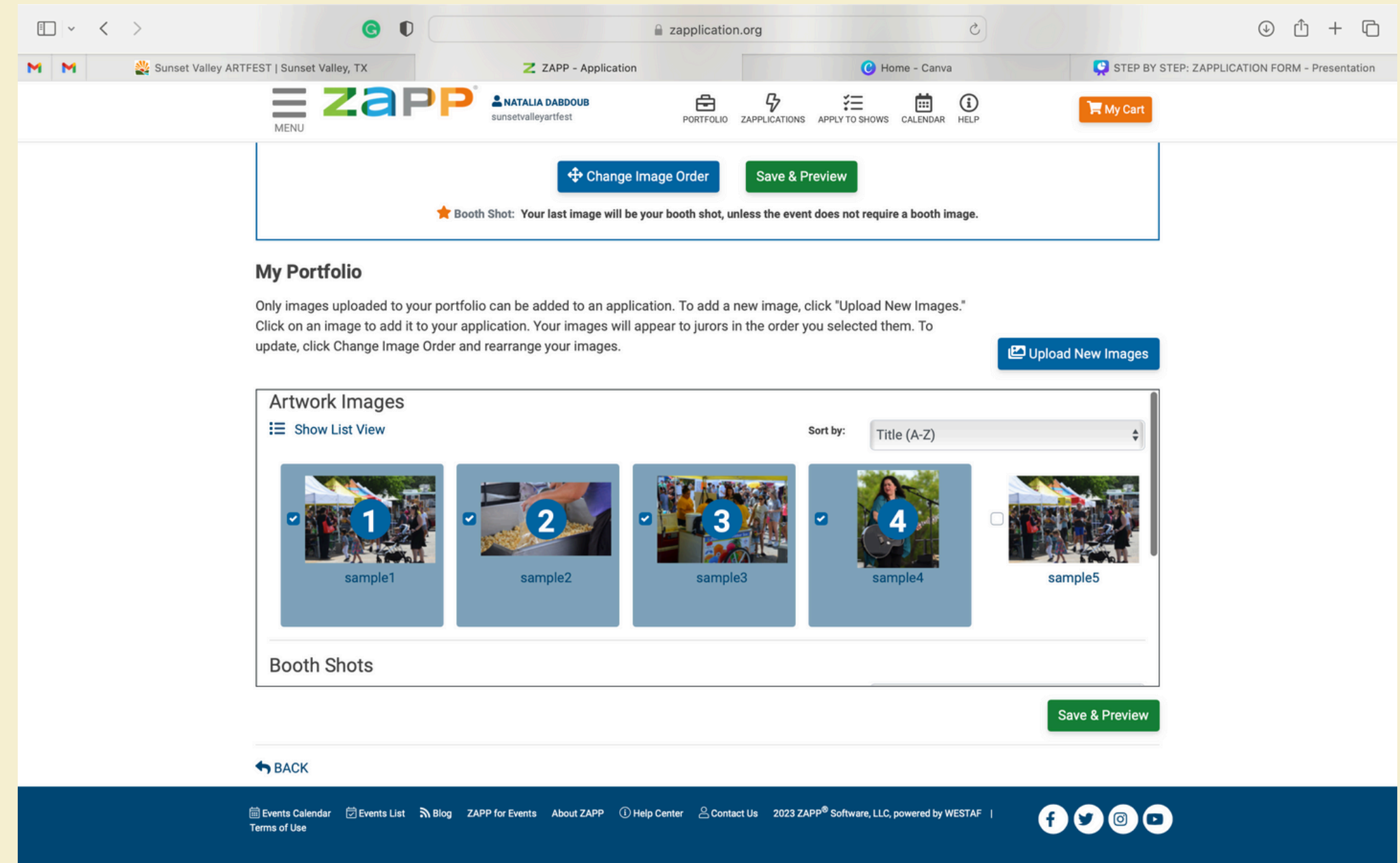
IMAGE GUIDELINES LINK:

<https://artisthelp.zapplication.org/my-portfolio-uploading-images/>

WHEN YOUR IMAGES ARE UPLOADED,
YOU WILL SEE THIS PAGE. YOU HAVE
TO UPLOAD 4 ARTWORK IMAGES AND
ONE BOOTH IMAGE.

SCROLL DOWN TO UPLOAD AND
SELECT THE BOOTH IMAGE.

IT IS 5 IMAGES TOTAL!



CLICK ON THE SAVE AND CONTINUE
BUTTON...



zapplication.org

Sunset Valley ARTFEST | Sunset Valley, TX

Z ZAPP - Application Preview

Home - Canva

STEP BY STEP: ZAPPLICATION FORM - Presentation

This week on **The Independent Artist Podcast**, Athlone Clarke talks about the foundation of his creative process which developed from using his drawings to communicate with his late mother. He also talks about how he aims to make his most authentic work and "leave his fingerprint on the wall of life." Listen today!

MENU ZAPP NATALIA DABDOUB sunsetvalleyartfest PORTFOLIO ZAPPLICATIONS APPLY TO SHOWS CALENDAR HELP My Cart

Application Preview

Application Status: **Ready for submission** (Not Yet Submitted)

Preview as Juror Edit Application Checkout **Apply to More Shows**

Tags Sunset Valley ARTFEST 2024 - 16th Annual

Comments

Fee (Application Fee): \$5.00
Application ID#: 2641571
Applicant: N [redacted] ib
Business or Studio Name: Sunset Valley Artfest Test1
[redacted] igrass avenue
austin, TX 78745
USA
Primary Phone: 1 [redacted]
Alternate Phone:
Email: [redacted]r9@gmail.com
Website: https://www.sunsetvalley.org/visitors/enjoy/events/sunset-va
Selling Website:
Collaborator:

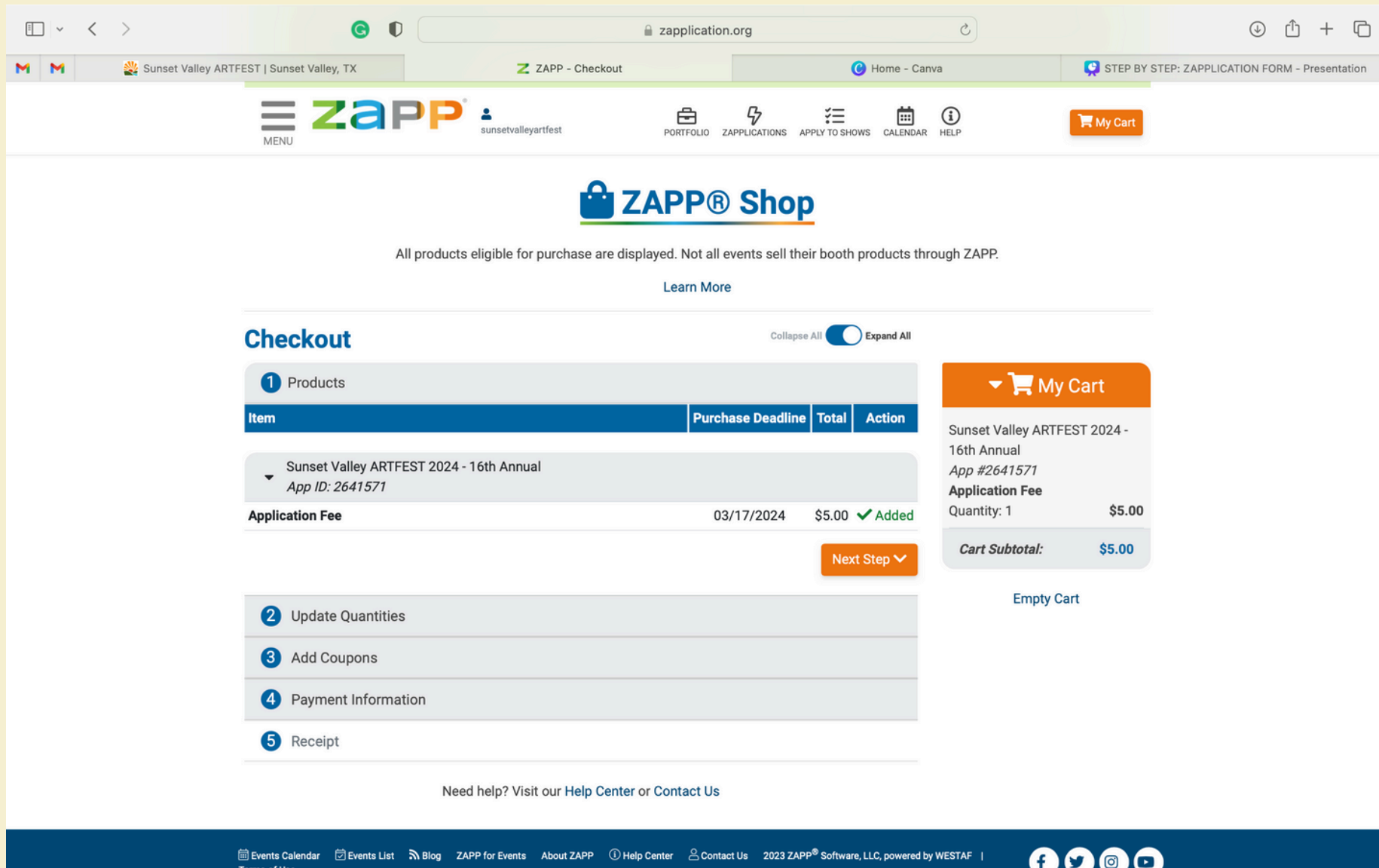
Your Show Specific Medium Category
Photography

Description of Material and Technique
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nulla fermentum eros sed pharetra convallis. Sed vitae nunc bibendum, fringilla magna sit amet, varius ex. Nam nisi mi, imperdiet at elit vitae

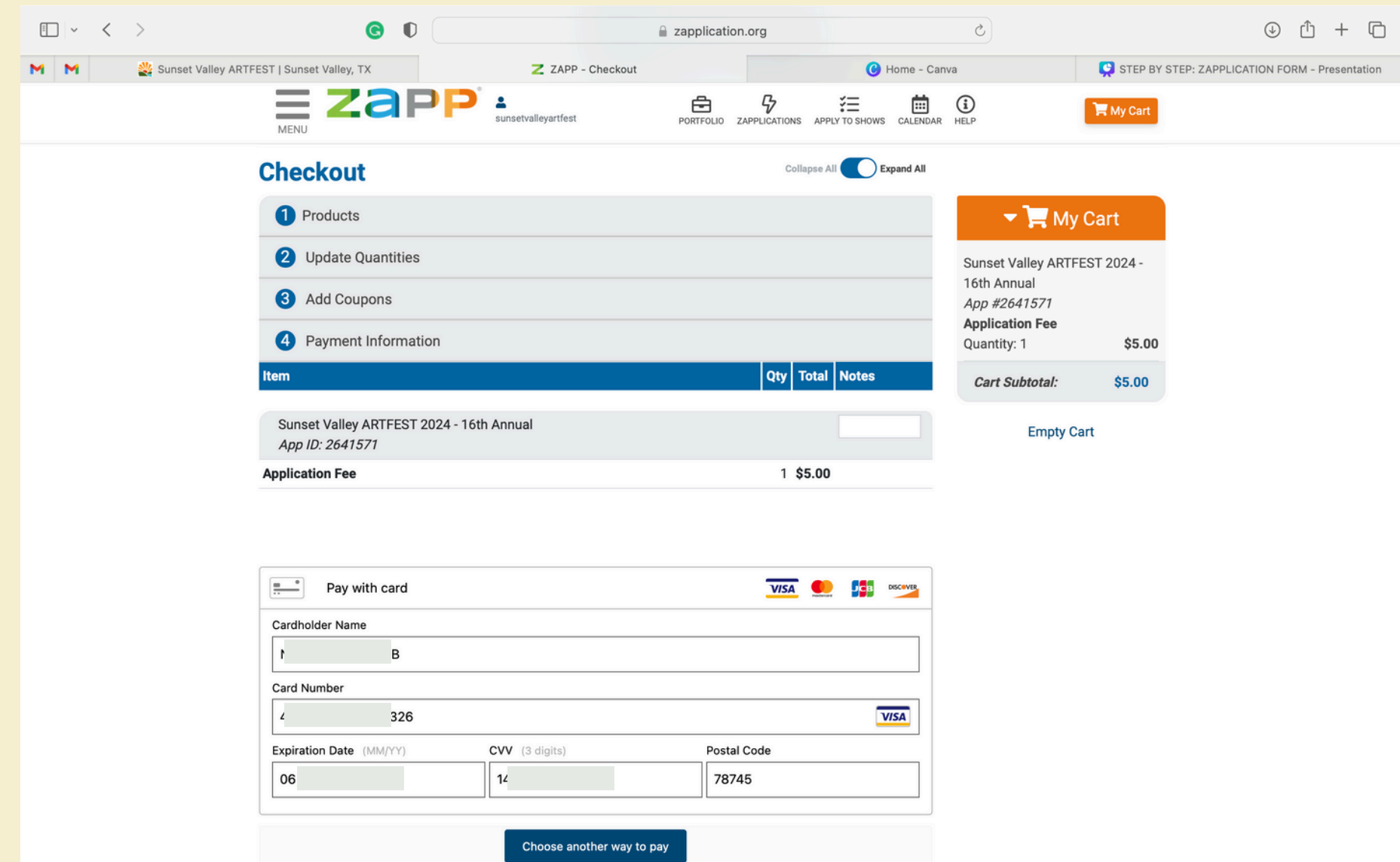
Are you a current resident of Sunset Valley?
No

YOU WILL ENCOUNTER AN APPLICATION PREVIEW PAGE. MAKE SURE YOUR INFORMATION IS CORRECT AND THEN YOU'RE READY TO CHECKOUT!





WHEN YOU CLICK ON THE CHECKOUT BUTTON, YOU WILL FIND THIS PAGE.



FILL OUT YOUR PAYMENT INFORMATION.

IMPORTANT : THERE IS AN APPLICATION FEE OF \$5 WHICH YOU HAVE TO PAY FOR THE APPLICATION TO BE SUBMITTED.

The screenshot shows a web browser window with the URL zapplication.org. The page is titled "ZAPP - Checkout" and features a navigation menu with options: PORTFOLIO, ZAPPLICATIONS, APPLY TO SHOWS, CALENDAR, and HELP. A "My Cart" button is visible in the top right corner. The main content area displays a receipt for a successful transaction. The receipt includes the ZAPP logo and the message "Thank you for using ZAPP®! Your transaction was successful." Below this, the user's name "NATALIA DABDOUB (sunsetvalleyartfest)" and the order number "Order: 2565804" are listed. The transaction ID is "gkne3jcy" and the purchase date is "December 18th, 2023 at 9:31 PM". A table details the transaction:

| Event Name | Item | Cost | Qty | Discount | Subtotal |
|--|-----------------|--------|-----|----------|---------------|
| Sunset Valley ARTFEST 2024 - 16th Annual Application ID #2641571 View Refund Policy | Application Fee | \$5.00 | 1 | None | \$5.00 |
| Total Paid: Paid via Visa. Last 4 digits: 7326 | | | | | \$5.00 |

A "Print Receipt" button is located at the bottom right of the receipt area. In the top right corner of the page, a "Cart Subtotal: \$0.00" is displayed.

ONCE YOU SUBMIT THE PAYMENT, YOU WILL GET A PAGE WITH THE RECEIPT!

IF YOU GOT TO THIS POINT, YOU ARE READY AND YOUR APPLICATION IS SUBMITTED FOR REVIEW.

