

County Arts Sketchbook Project Info Sheet

Thank you for participating in the County Arts Sketchbook Project!

Sharing is caring: Please consider sharing images from your sketchbook on social media using the #CountyArtsSketchbookProject hashtag; our channels will also be abuzz with your creations! Moleskine also has a [member portal](#) where artists can share sketchbook content.

Copyright Information: As a participant in this project, you will retain ownership of your work even after returning your sketchbook to us when finished. Even though we own the physical sketchbook, your work remains your own. Unless permission is given to us in the intake form filled out at time of purchase, we will never display your work for promotional purposes. Please refer to our **Terms of Service** for further details, available at www.countyarts.ca/sketchbook-project.

Sketchbook: Your sketchbook is a blank Moleskine notebook measuring 8.25" x 5", with blank acid-free pages and a kraft brown paper cover. The sketchbook has 40 pages (80 front and back), which will hopefully allow for more than enough space to create to your heart's content! Sketchbooks must stay within their original size (e.g. foldouts can be added into the book as long as these can be folded back to the original size). Sketchbooks do not need to be entirely filled out in order to be accepted back by us, however, we recommend filling as much of the book as possible.

Sketchbook Cover: We highly encourage customization of both the inner and outer sides of the blank brown cover, especially the front cover as this is the first thing viewers on our website will see. However, there are some areas on the covers we kindly ask you not to cover up or alter in any way. The inner front cover of your book has a label for you to write your name as well as a title for your sketchbook. If the sketchbook is a collaboration between two artists, please write both names on this label. The back outside cover of your book has a label with a unique 4-digit number on it. As these labels need to be fully legible, please do not cover up, alter, or remove any part of these labels; doing so will disqualify you from the project.

Digitization: As we cannot currently display physical books due to the COVID-19 pandemic, your sketchbook will be digitized to be viewed on our website. Digitization will begin in August; please allow at least 2 weeks after you've brought back your book for it to appear on our website. We will digitize books in landscape mode with both pages open and visible in the way one would normally read a book. This allows you the freedom to do two page spreads in the sketchbook if desired. If one page on a 2-page spread is blank, it will still be digitized. If there is a large section of pages left blank in a row, these will not be digitized.

Viewing on Website: Once digitized, the Sketchbook Collection will be available for viewing on our website. Each sketchbook will link back to the Artist's profile and a link will also be added to each participating artist's profile.

Returning Your Sketchbook: Sketchbooks can be returned to the County Arts office once they're completed, or by the return date of **August 3rd** at the very latest. This return date helps us to ensure your sketchbook can be digitized and added to our website as soon as possible. Please email info@countyarts.ca before dropping off your sketchbook to ensure that someone will be on site. Our office hours are Monday-Thursday 9-3PM.

Your physical sketchbook: We will store your returned sketchbook individually in a sealed plastic bag at our office. We are hopeful that in 2022 we will be able to have these books on physical display outside our office in The Armoury for locals and visitors alike to flip through participants' creations in person. Each physical sketchbook will have a QR code on the back of it which, when activated, will send the viewer to the artist's profile on the County Arts website.

Feel free to send any questions to info@countyarts.ca; we are here to help!