

SHORT NORTH ALLIANCE ADMINISTRATIVE OFFICE

875 N High St. 3rd Floor
Columbus, OH 43215
P/ 614.299.8050

SAFETY OFFICE

1181 Mt. Pleasant Ave
Columbus, OH 43215

WWW.SHORTNORTH.ORG

[F/SHORTNORTH](https://www.facebook.com/SHORTNORTH)

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[IG/@SHORTNORTHARTSDISTRICT](https://www.instagram.com/SHORTNORTHARTSDISTRICT)

2025 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. Gallery Hop performers are placed between 4 and 8pm. During the Hops on High street closure events (dates to be announced), the event will occur for extended hours from 12-8pm. The guidelines listed below will only apply to the standard Gallery Hops with regular street traffic.

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

Permit

The Short North Alliance holds a Right of Way permit from the City of Columbus Section of the Department of Public Service 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 virtually or in print 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 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 in order to sell CDs/merch.
- 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 prior to utilizing a tent during Gallery Hop. Parking is not provided. For more information on parking and transit in the Short North Arts District, visit www.shortnorth.org/parking-transit.
- Parking is provided through parking validations for a limited number of garages in the Short North, listed below.
 - The Joseph garage at 33 W. Russell
 - The Short North Garage at 720 N. Pearl
 - The Castle 965 N. High Street
- Performers and vendors may park anywhere in the district at their own expense if they prefer. Further details can be found at www.shortnorth.org/parking-transit.

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Application Deadlines 2025:

Applications for any given gallery hop are due on the first of the month prior. Applications may be accepted after this date if spaces are available, but those submitted by the due date will be the first to be considered and accepted.

Participant Selection: Performers and vendors are selected monthly at the discretion of the Short North Alliance based on the availability of space, mix of applicants, and in consideration of other activities that may be happening in the district during Gallery Hop. If performers and vendors meet the guidelines and space allows, the Short North Alliance will issue a permit to those selected no later than the Monday BEFORE Gallery Hop.

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 performer to be set up in 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 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. 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 prior to utilizing a tent during Gallery Hop. If you do not have approval, have a tent that is larger than 10' x 10', or are blocking the right of way, you will be asked to take the tent down.

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 www.shortnorth.org/galleryhopapp.

QUESTIONS?

Contact Short North Alliance Events & Experiences Manager, Lauren DeCamillo at Lauren@shortnorth.org.