

STARKWEATHER ARTS CENTER

219 N. Main | P.O. Box 631 | Romeo, MI 48065
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starkweatherarts.com

STARKWEATHER ARTS CENTER HOLIDAY SHOWCASE ARTIST INVITATION

Dear Holiday Showcase Artist: Starkweather Arts Center is currently soliciting artists for the 2010 Holiday Showcase! The entry fee for this show is \$25.00 (payment can be mailed in with entry form—please make checks payable to Starkweather Society). Show runs from **November 12 to December 23**. You do not have to be a SAC member to enter this show.

IMPORTANT DATES:

Entry form due back to SAC: October 23, 2010

Shipped artwork due: no later than November 6, 2010

Reminder—Please ship via U.S Mail to our **P.O. Box 631**. Artists are encouraged to make arrangements for return shipping or they can physically pick up remaining inventory on **January 8 or 9** during normal gallery hours.)

Artwork being dropped off in person: November 6 & 7, between 11 and 3 p.m.

Opening Reception: Friday, November 12 from 6 to 9 p.m. (As a participating artist, you will receive a complimentary ticket to our opening reception).

Tickets for opening reception will be **\$15** (members) & **\$20** (non-members)

Pick-up artwork: January 8 & 9 during normal gallery hours.

Pre-Paid/Arranged shipping will be mailed out no later than January 30, 2010.

Every effort will be made to mail out commission checks no later than January 31, 2010.

If arrangements need to be made for someone else to pick up your work, please notify Starkweather.

ARTWORK NOT PICKED UP BY JANUARY 9, 2010 WILL BECOME THE PROPERTY OF SAC.

2D work: Because of limited hanging space, we ask that all 2D pieces be restricted to 24 x 24. In addition, no more than **four** hanging pieces per artist will be allowed—art larger than 24 x 24 will be hung if space is available. All 2D work must be professionally framed and ready for hanging.

Saw tooth hooks are not acceptable. Please make sure your name, title of the piece, and selling price is securely attached to the back of your work. 2D artists can bring up to six matted and wrapped prints or originals. All 2D paper products must be packages in protective plastic. This not only presents better, but also protects your work from being damaged.

3D work: Up to 30 three-dimensional pieces (including jewelry) will be accepted per entry—depending on availability of space, numbers may vary. See “All 3D Artists” at the end of this letter for more specific 3D information.

General Disclaimer: SAC reserves the right to refuse any unacceptable artwork for inclusion to the Holiday Showcase. SAC reserves the right to display all items as they see fit.

Inventory Sheets: Please fill out your inventory form completely PRIOR to bringing your artwork in for receiving. Indicate the inventory number, description, media and price. Please use only the SAC inventory form. Print out or copy as many inventory forms as needed. Each item received must be numbered individually and listed separately on the inventory form even if they are duplicates of the same item. For example: single note cards, jewelry, ornaments, scarves, etc. must be numbered individually and listed separately on the inventory forms.

Please use removable stickers for labeling your inventory information on your artwork. Use string tags for jewelry and fabric items when appropriate. All inventories must be numbered, labeled or tagged, PRIOR to bringing your work in for receiving. Each label should list, in black ink, the inventory number, the artist's last name, and the selling price.

EXAMPLE:

#12 B. Smith \$20.00

Please do not attach business cards to your work. If you want to list your name separately, list only your name, city and state in which you reside, material descriptions are acceptable.

Artist background information: To assist SAC in promoting your work, please provide us, upon receiving, one to two short paragraphs about you and your work. List only your name, the city and state in which you live, and what you would like the art patron to know about your craft. Examples might include your artist statement, or how long you have been working on your medium; anything you would like the customer to know about you and the spirit that goes into your work. There are many times when customers want to know more about the artist and the work they are purchasing. We have found that having this information on hand is a great way to close a sale.

Artist opportunity: SAC retains 40% commission on all sales. If you are willing to work six days over the six week Holiday Art Extravaganza period (including a couple weekends), SAC will reduce its consignment fee by 10% for the Holiday season. Your responsibilities will include helping to open and close the gallery, taking care of sales at the register and helping customer find that perfect gift. This is a great opportunity for individual artists to increase their commissions and to do volunteer work with a non-profit organization. For those interested, please call (586)752-5700 no later than October 23, 2009 so we can determine scheduling options during our holiday hours.

If you cannot commit to six days for the reduced commission fee, we ask that you consider volunteering at the art center for any time. We can always use help during our opening receptions and special events. Please bring your calendars during receiving and see when you can help.

ADDITIONAL INFORMATION:

Shipping Artwork—Please ship all artwork via U.S. Mail to: The Starkweather Society, P.O. Box 631, Romeo, MI 48065. Do not put our street address on the package. Postal workers will leave the package on our porch when we are not here and you could risk having your inventory damaged or stolen. Please insure your work for the appropriate amount.

Opening Reception: Friday, November 12, 2010 from 6 to 9 p.m.

We look forward to working with you and putting together an exceptional Holiday Showcase! If you have any questions, please call SAC at (586)752-5700.

**PLEASE FILL OUT AND RETURN THIS PAGE TO STARKWEATHER ARTS CENTER
BY OCTOBER 23TH, 2010**

I will participate in the SAC 2010 Holiday Showcase.

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ E-mail: _____

Art Medium: _____

Check one: Will deliver in person Will ship:

The Starkweather Society is a cultural and educational organization dedicated to preserving, promoting and fostering the arts in the Historic Village of Romeo and the surrounding communities.
Starkweather Society is a 501c3 non-profit organization.

