

Park Hill Art Club Spring 2019 Show and Sale - Guidelines

Show Hours: Friday, May 3rd, 4:30-8pm;
Saturday, May 4th, 10-5;
Sunday, May 5th, 9:30-4

Location: Park Hill United Methodist Church
5209 Montview Blvd, Denver, Colorado

Artist Registration

When: Online registration from Friday, April 5th, at 6:00 pm until Friday, April 26th at 6pm. **No late show registrations will be accepted.**

How: To register, go to www.parkhillartclub.org
Sign in, click on Shows tab then Spring Show Registration.

Eligibility: Entrants must be current PHAC members. Non-members may purchase a membership online and enter the show.

Check-in: Check-in is 9:30-11 a.m. at the church gym on Friday, May 3rd. Artists must check in their work and turn in their signed Artist Inventory Sheet. Artists needing early check-in must contact PHAC to make arrangements prior to check-in day. No late check-ins allowed.

Check-out: Sunday, May 5th between 4:00-5:00 pm. **Artwork may not be removed prior to checkout time.**

Entry Limits

# of Pieces	Entry Fee	Art Type
4	\$5/each	Hanging pieces - Original framed pieces, cradled wood panels with finished edges or gallery wrapped canvas with finished edges, two-dimensional fiber art, archival ink digital and photograph art
10	\$1.50/each	Bin pieces – originals unframed or gallery wrapped and/or giclée prints (clearly marked)
5	\$1.50/each	Original miniature pieces with maximum size 80 square inches
10	\$1.00/pack	Notecards must be bundled <u>up to 10 cards per pack</u> , limit 10 packs

General Entry Requirements:

- Diptychs may be entered as 2 pieces and must be separately labeled if they can be sold individually.
- Only digital and photographic art created using archival pigment inks will be accepted.
- Any medium may be used on canvas, paper, wood, fiber or metal

- Two-dimensional fiber arts will be accepted
- No nude artwork is allowed due to church requirements. The show committee reserves the right to refuse inappropriate entries; entry fees will not be refunded.
- Legal Waiver: To meet legal requirements, all artists must sign the waiver taking responsibility for the originality of their work and the disclaimer releasing PHAC and the United Methodist Church from responsibility for loss or damage of artwork. The waiver is stated on the online registration. The waiver, which is at the top of the inventory sheet, must be signed at check-in.
- The club takes 20% of the sale price.

Labels:

- Wall display labels for original hanging work will be generated from the website. There will be a link available for artists to enter in label details separate from registration.
- Artists are responsible for making sure every piece has a label containing the same information firmly attached to the back.

Title of artwork

Medium

Original or Print (Binned work only)

Artist Name

Price

Item Number (Based on Artist Inventory Sheet)

Requirements for Framed/Gallery Wrapped/Fiber that will be hung:

- Not to exceed 48 inches (including the frame) on any one side.
- If not framed, canvas and cradled pieces must have finished edges.
- No saw tooth hangers are allowed.
- Fiber arts must have hanging hardware that allows each piece to be hung from a hook.

Requirements for Bin Art:

- Artwork on canvas/cradled wood panels must have finished edges/gallery wrapped.
- Originals and/or giclée prints must be clearly labeled as such.
- Artwork on paper or fiber must be backed with foam board or equivalent.
- All bin pieces must be in plastic protective sleeves.
- Bins must be standing folding bins. No table top bins.
- Bring your own bin for your bin pieces; Jerry's Artarama and Dick Blick online have Canvas Print Racks at good prices. PHAC will provide artist name labels for outside of bin.
- The show committee may consolidate bin pieces for space/appearance if you didn't bring a bin or as artwork sells

Requirements for Miniatures:

- A separate area of the show will be set up for miniature art. PHAC will provide a small easel for each mini piece; do not bring your own easel
- Framed Miniatures must be 80 square inches or less including the frame.
- Unframed gallery wrapped canvas sizes: 80 square inches or less with finished edges

Requirements for Notecards:

- Cards may be original art, photographs or printed copies of original art.

- Notecards must be bundled up to 10 cards per pack, limit 10 packs
- Each packet must be secured in a way to keep the cards together.
- No individual cards can be sold.
- Cards will be displayed in individual display boxes provided by PHAC.

Additional Details:

- For each piece sold, 20% goes to PHAC to cover show expenses.
- No refunds are given for art that is registered but not checked in or is turned away for not meeting check-in or hanging requirements.
- Personal business cards may not be displayed with art pieces; however, business cards may be attached to the back of any piece.
- Participating artists are expected to support the show by volunteering. Artists may volunteer by signing up online or manually at the church.
- Food trays are purchased for Friday's reception. Food is not served at other times, and there is no need for individual artists to bring food.
- It is much appreciated when exhibiting artists support the show by attending the Friday evening reception.