

Art Show
Rules and Information for Artists
1-4 July 2011

Fairmont San Jose
170 South Market Street
San Jose, CA 95113
(408) 998-1900

This show is being brought to you by
Elizabeth Klein-Lebbink and Jerome Scott
(310) 640-0949

Call in the evenings or leave a message

We are also online at

'artshow@greatscottvisuals.com'

Or click on 'artshow@westercon64.org' on the
Convention's Web Page:

<http://www.westercon64.org/>

Westercon is the annual convention for the Western USA, and Canada. The convention is sponsored by SFSFC and the whole event is non-profit and run by volunteers. We have day jobs and are doing this ~~because we are suckers~~ for FUN! This year the artist guests of honor are Phil and Kaja Foglio.

Memberships to the convention are \$65.

Please visit: <http://www.westercon64.org/>

Please note that this is *NOT* the address for Art Show matters.

You do not need to be a member of Westercon 64 to display in the Art Show, but you must be a member if you wish to attend any other convention activities.

Stuff you need to know about the show

Art Show space is available in units of panels or half tables. A panel is 3' wide by 4' high, and is made of pegboard. Materials for hanging artwork will be provided by the convention. Table space is approximately 3' long by 2.5' deep, half a standard hotel table. Each unit of Art Show space is \$7.50. Requests for more than 4 units of space must be cleared with the Art Show Directors in advance.

Reproductions are allowed, but only one of any particular piece may be hung. There will be a print shop which will allow you to display multiple copies of the same piece on a 'rack'. These pieces will be available for sale 'off the wall' and will not be part of the silent or voice auctions. A flat fee of \$1 per print sold will be charged (so no sales = no fees charged). Panels to display prints on are

provided free, but we request that you inform us in advance on your print shop control sheet (that we will send you) how many of each print and the size of the print so that we can plan the number of panels for the Print Shop accordingly.

Works judged by the Art Show Staff to have pornographic and/or libelous content in regard to known persons and/or to well known characters will not be accepted. In addition, any copyright issues with well known characters, fictional or not is the responsibility of the artist, not the convention. The decisions of the art show directors in these matters are final.

All artwork must be able to withstand reasonable, careful handling by the Art Show Staff. We want your work to go home with the buyer in perfect condition. Please help us by not sending fragile artwork! If you do send fragile work, then please observe the shipper packing guidelines, and use lots of bubble wrap. Biodegradable packing peanuts are infinitely preferable to the plastic static-clingy type. Better yet, bring it in person!!

Two-dimensional works must be matted, mounted or framed to aid in hanging. Stick-on plastic hangars on unmatted work are not acceptable unless designed for pegboard hooks (a maximum of 1/8" diameter).

Jewelry should be displayed in the artist's own display case, and the case placed on a table. Enough table space must be purchased to hold the display case. If you have a lockable case, please give one set of keys to the artshow directors, so that we can get to pieces for sales, auction etc.

All artwork must be clearly labeled. Please include the title of the piece, your name and address.

Artists are responsible for their own insurance. Check your homeowner's policy; you may have appropriate coverage there. We will take reasonable care of your artwork in the show, but the convention can not acquire the expensive extra insurance for the Art Show.

Once entered in the show, the conditions of sale (minimum bid, not-for-sale, etc.) may not be changed.

Pieces that receive 3 or more written bids will be sent to the voice auction on Sunday at Noon.

There will be no photography or video recording of any kind in the Art Show unless cleared by the Art Show Directors in advance. The artist or agent must be present and consent to any photography or recording.

The judgment of the Art Show Staff and Directors in all matters of the Art Show is final.

Money Matters

Art Show Fees are \$7.50 per unit of Art Show. A unit is either a panel or a half table. No fee is charged for Print Shop panels.

All Art Show fees must be paid in advance. Checks should be made payable to “Westercon 64” and drawn on an American bank. International Money Orders, in US Dollars are also acceptable. If you have currency conversion problems, please contact us for more options.

We will collect and remit any required sales taxes. Our resale number is available upon request.

A 10% commission will be collected on all sales except Print Shop sales which are a flat \$1 per print sold.

Mail-in artists must include \$15.00 to cover the extra work the art show staff must do to hang and re-pack and ship their art. This money is not for return postage and shipping insurance. Return postage must accompany the artwork (since you shipped it you will know the ‘worst case’ to ship it back the same way). If you include a pre-paid UPS or Fedex form, it would be greatly appreciated. Any excess money not used when the work is returned will be refunded to you with payment for pieces sold

There will be absolutely no payments to artists at the convention. Payments will be mailed as soon as possible, approximately 30 days after the convention.

Setup and Schedule

Saturday, 25 June 2011

Mail-in artwork must be received by this date to ensure proper processing.

Thursday 30 June

Morning: Art Show physical setup; hang art

2PM to 9PM: Artist check-in, hang art

Friday 1 July

8AM to Noon: Artist check-in, hang art

Noon to 6PM: Art Show open (late artist Check-in)

Saturday 2 July

10AM to 6PM: Art Show open

Sunday, 3 July

10AM to 6PM: Art Show open

6PM: Bidding Closes, Art Show closes

Monday, 4 July

10AM-3PM: Art show open, buyer pick up

Noon: Art Auction (in the Art Show or nearby function room) – voice auction for pieces with 3 written bids

3PM-6PM: Breakdown

After 6PM: Remaining artwork not picked up by the artist is considered to be abandoned.

Mail-In Artists

If you have not already done so, please include a check for \$15.00 to cover the mail-in service fee. In addition, also include a check (or prepaid UPS/Fedex form) for return shipping and insurance. Any excess money not used for this purpose will be refunded to you. On the other hand, if more money is needed to return your artwork, it will be deducted from sales. Artwork of artists who have insufficient sales and do not send return postage money will be considered abandoned and will not be returned.

Please pack your artwork securely. We want the piece to get to the show in perfect condition, to attract buyers and higher bids. If the contents of the box shift when it is shaken, please add more packing material, such as crumpled newspapers, etc. This will help prevent damage to the contents, especially to the corners!

Artwork being sent to the convention should use this address:

Glenn Glazer/Alison Hershey
C/O Westercon 64 Art Show
1074 El Solyo Heights Drive
Felton, CA 95018

Please time your shipment to arrive by 25 June 2011. This will give us time to process your artwork before the convention. Packages may be sent by US Mail, UPS/Fedex or another delivery service. Please do not request signature at delivery.

Artwork being returned will be shipped within a week after the convention. Please let us know how you want it shipped back. Unless we are told otherwise, the shipments will be insured for the total of the minimum bids of the artwork enclosed, up to \$600. Payment for artwork sold and a refund of excess shipping money will be made in a separate mailing.

All you need to do is send the reservation form for space in with a cheque. The control sheets are downloadable from the Westercon web site. Don't worry about artist number or bid sheets, we'll take care of them at the convention. The pdf reservation form files will be available for download within a few months of the convention. Do NOT send money in advance – we'll tell you (via the website) when.

Thanks,

Jerome and Elizabeth
Co-Directors
Westercon 64 Art Show

Westercon 64 Art Show Application

Artist/Agent name _____
(If you have a DBA (doing business as) name or alias that you want used – please indicate it here – this will show up on the bid sheets)

Name to make checks out to (if different from above) _____

Address _____

City, State, Zip _____

Telephone: _____
(Please provide a number that we can reach you at over the holiday weekend)

Email _____

Website: _____

Requests:

Do you want to receive all correspondence by email? Yes _____ No _____

I would like my name to be listed on the Westercon website: Yes _____ No _____

I need power (120v only) Yes _____ No _____

I'll have prints for the print shop Yes _____ No _____

I need lights Yes _____ No _____

(please do not request lighting unless your art requires it for some special reason - glass/backlit/blacklight etc.)

How would you like your art returned to you? (mail in artists only)

UPS ground? _____ US mail (Priority)? _____ FedEx ground? _____

Overnight or next day delivery by one of the above? _____

Other delivery service? _____

I DO ____/DO NOT ____ want you to insure my return artwork for the value of the pieces unsold.

Totals:

Number of pegboard panels (3' wide by 4' high) _____

Number of table spaces (3' long by 2.5' deep) _____

Total number of table spaces and panels _____ x \$ 7.50 = _____

Mail-in handling deposit (\$15) for mail-in artists \$ 15.00 = _____
(mail-in only)

Mail-in return shipping deposit (\$15) for mail-in artists \$ 15.00 = _____
(mail-in only)
(or pre-paid UPS/FEDEX)

Total enclosed = _____

Please make checks payable to **Westercon 64** and mail to:

Jerome Scott, Elizabeth Klein-Lebbink
Westercon 64 Art Show
1010 E. Acacia Ave.
El Segundo CA 90245