

# 2009 Artist Agreement and Information

## Mulvane Art Museum's Mountain/Plains Art Fair

### How Do I Apply?

**1)** Fill out the registration form. **Entries with slides/CD must be postmarked by January 15, 2009.** Artists will be notified of acceptance on or before March 1, 2009. **2)** Include three slides/images on CD of your work, and **two checks**, one for the \$250 booth fee (which will be held uncashed pending acceptance) and a second check for \$25 (nonrefundable entry fee). Both checks should be **payable to the Friends of the Mulvane Art Museum.** **3)** Send both checks, slides/CD and completed application form to the Mulvane Art Museum's Mountain/Plains Art Fair, 1700 SW College Avenue, Topeka, KS 66621. **4)** Artists may withdraw no later than April 1, 2009, without forfeiting booth fees. Jurors will select a maximum of 90 artists and a limited number of alternates. Booth fee checks will be returned to those artists not accepted.

### What Qualifies?

All fine art in the following media is eligible, providing the artist has made such a representation to the jurors by slide or statement. Works include painting, drawing, printmaking, photography, jewelry, computer generated art; and works in fiber, glass, wood, bronze, steel, ceramics, and textiles. These shall be original works in the primary contracted medium as stated on the entry. Work from molds, factory assembly, or other commercial methods is not acceptable. Reproductions are allowed to the extent they are clearly marked as such and displayed only in a bin or portfolio, not on display panels. Reproductions should constitute only a minority of the artist's works available for purchase.

### Artist Agreement - Please Read

Participating artists are expected to represent their work personally in their booth while the show is open. Artists agree that all work displayed must be original and designed, executed, and signed by the participating artist(s). Whenever two or more artists collaborate on a single work, the names of all the contributing artists must appear on that work. Such collaborative pieces will be deemed single entries. All artwork displayed in the booth must be available for sale. Images of artists' work may be used to promote the fair. **No commissions will be charged for sales. 100% of sales go to the artist.**

### Entry Format

Entries may be submitted in either slide or CD format, and should conform to the following guidelines. Submit all images in a single format (all slides or all digital).

**Slides:** must be standard 2" x 2" cardboard or plastic mount submitted in plastic sleeves. Each slide must be clearly marked on the front with Entry Number corresponding to listing on the Entry Form, Artist's Name, Title of Work, and an Arrow indicating the top of image.

**CDs:** Image files must be submitted on a CD-R along with a hard copy of the entry form; no DVDs or e-mail entries will be accepted. Files must be in .jpg format at 300 dpi. Include a reference sheet with thumbnail prints of the images on the CD. Beside each thumbnail note the artist's name, title and entry number as indicated on the entry form. CDs should be labeled with the artist's name and telephone number. Please include a SASE for notification letter and any slides or CDs to be returned. Please be sure your envelope is of adequate size and bears sufficient postage to accommodate your materials.

### Weather Policy

Exhibitors should understand that this is an outdoor art fair, and as such **will continue rain or shine.** Unless the event is cancelled by the Mulvane Art Museum's Mountain/Plains Art Fair Committee, any artist who leaves before the Fair closes without the express consent of the Committee will not be invited to return.

### Security

The Washburn University Police Department provides overnight on-site security. Neither the Friends of the Mulvane Art Museum nor Washburn University can assume liability for loss or damage to artwork, and we cannot, of course, assume responsibility for bad weather.

### Parking and Admission

Parking and admission is free to all artists. Each exhibitor will receive two free passes and a locator map for his/her booth.

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Friends of the Mulvane Art Museum • 1700 SW College Avenue • Topeka KS 66621 • 785.670.1124