



## Holiday Art Fair

A Seasonal Art Show  
Presented Annually

by the

**Lawrence Art Guild**

**December 3, 2011**

at the Lawrence Arts Center

940 New Hampshire

Lawrence, Kansas

### Calendar:

**October 8th**

Deadline for receipt of entries

**November 1st**

Screening notices & photos returned

**Friday, November 30th**

Artist Display setup -TBA

**Day of Event**

Final setup 7:00-9:30a

Holiday Art Fair open 10:00a-6:00p

ARTIST CHECKOUT 6:30-7:30p

## The Lawrence Art Guild's Holiday Art Fair

A one-day event offering area artists a seasonal exhibition. The Guild retains a commission of 10% on sales which enables us to fulfill our mission statement.

### Eligibility

The Fair is open to any artist 18 years of age or older. All media are eligible. **Only your original art and reproductions of your original art are eligible for display and sale.** Original works must make up the majority of the work displayed. **Items made from non-original or commercial patterns, molds, or kits are not eligible.** The Lawrence Art Guild reserves the right to refuse any entry application. The Guild also reserves the right to remove any items that may appear in your display that were not represented in entry photos, or that are otherwise deemed ineligible or unsuitable for display.

### Entry Requirements

1. A completed entry form plus 4 prints of your work-including 1 photo or sketch of your typical display. If entering/displaying more than one medium submit three additional prints for each medium.
2. The appropriate Entry Fee.
3. A SASE with sufficient size and postage for the return of the Screening Notice (plus your refund and photos if
4. Optional: A SASE with sufficient size and postage (\$1.35) for Holiday Art Fair postcards to be mailed to you if you can't pick them up at the Lawrence Arts Center.
5. Deadline for receipt of entries: Saturday, October 8.

### Screening and Selection

A screening committee will review entries for originality, overall artistic quality, and display requirements. High quality or professional photos will give you the best chance for consideration. Holiday Art Fair postcards will be available for accepted artists to send out to patrons. There will be Guild volunteers available during the Fair for assistance.

### Display

Remember, display space is limited. You will be assigned a display space averaging 6 feet wide. Every effort will be made to meet your requirements. Plan to supply your own display fixtures. A limited number of spaces have electric outlets. **Tables are not available.** Artists assigned space in the large Gallery (during years that we have space in the gallery) will be provided the proper hangers and nails for wall display; those assigned space in the entry way or hallways, will not have wall space available. Space set-up is Saturday morning. Friday Evening set-up TBA.

### Check-Out at End of Fair

**All artists must checkout at the end of the Fair, whether or not they have sold any work.** The 10% commission on sales will be collected at the time. Have your sales total ready. Please help to clean up your area during take-down. (NO EARLY TAKE-DOWN PLEASE)

### Entry Fee

**LAG members - \$35**

**Non members -\$55**

**Senior Citizens: (60 years & over)**

**member - \$30 non-member - \$50**

If you are not accepted, the entry fee is returned less a \$5 non-refundable Screening Fee, along with the Screening Notice and your photos. Fee may be paid by check, money order, or cash. Make checks or money orders out to: Lawrence Art Guild.

**Mail all entries to:**

**Lawrence Art Guild**

**Holiday Art Fair Entry**

**P.O. Box 1357**

**Lawrence, KS 66044-8357**

*\*DO NOT MAIL ENTRIES TO THE LAWRENCE ARTS CENTER*

**Questions? Want to Volunteer?**

Contact Bob Gent, Holiday Art Fair Chairperson, at

**(785) 331-7231**

# Holiday Art Fair Entry Form

Saturday, December 3rd at the Lawrence Arts Center  
A Seasonal Art Show Presented by  
the Lawrence Art Guild  
Deadline October 8, 2011

Please read the attached info sheet. Keep info sheet & photocopy of your entry form for reference.

<b>Name:</b>	_____	<b>Phone:</b>	_____
	Last First		
<b>Address:</b>	_____	<b>E-mail:</b>	_____
<b>City:</b>	_____	<b>State:</b>	_____
		<b>Zip:</b>	_____
<b>Medium:</b>	_____	<b>KS State Tax ID#:</b>	_____

**Entry Fee** (Please check appropriate box)

- LAG Member \$35
- Non-Member \$55
- Senior Citizen LAG Member \$30
- Senior Citizen Non-Member \$50

Guild also retains 10% commission on all sales. Submit check, money order or cash for entry fee due. Make checks payable to Lawrence Art Guild. Guild.

**Artist Needs** (Please check all appropriate boxes)

**Note: Artists must provide their own tables & panels 6 ft. maximum please**

- Electrical Outlet
- Wall Space Not Available This Year

Postcards will be mailed by the Arts Center to their mailing list, however you may receive an electronic file to print your own as needed.

## Entry Materials Checklist

- Completed Entry Form
- Minimum 4 color slides or prints (Including one of typical display. Additional 3 slides per other mediums you plan to display also required.)
- Entry Fee
- SASE for Screening Notice & Photo Return
- Optional SASE for mailing requested postcards
- Mail before deadline

- Please Send Electronic Postcard to me
- Please send me postcards (enter amt \_\_\_\_\_)
- I will help distribute posters.

The Lawrence Art Guild is a non-profit 501(C)3 organization that relies totally on entry fees, memberships and commissions to continue our mission of supporting all area artists. Therefore it is very important that all artists check out at the end of our event to report their 10% commission.

**MAIL TO:**

Lawrence Art Guild  
Holiday Art Fair Entry  
P.O. Box 1357  
Lawrence, KS 66044-8357

**Lawrence Art Guild**  
**PO Box 1357**  
**Lawrence, KS 66044-8357**

## Lawrence Art Guild Membership Form

**The Lawrence Art Guild**, a 501(c)(3) non-profit organization, promotes arts awareness in the Lawrence area and supports the creative growth of its members and area artists. Members have the opportunity to show in the **1109 Gallery**, and the Guild annually sponsors an **All Member Show**, and two art fairs: **Art In The Park** and the Holiday Art Fair. The Guild produces an online newsletter, schedules exhibits at the Lawrence Public Library, offers discounted entry fees to Lawrence Art Guild events, offers space on its website to feature work and web links for guild members, presents art forums, and provides support for art education.

This is a Membership Renewal     This is a New Member Application    Date: \_\_\_\_\_

Name(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ (Do Not Publish \_\_\_\_\_)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Medium: \_\_\_\_\_

Phone Number Day: \_\_\_\_\_ Night: \_\_\_\_\_ (Do Not Publish \_\_\_\_\_)

Would you like to show your work on the Lawrence Art Guild Website: [www.lawrenceartguild.org](http://www.lawrenceartguild.org)

Yes  No  (If so, you will receive an email with instructions.)

### Membership Categories and Dues

(Check one of the following)

Regular - \$25.00

Senior Citizen - \$15.00

Student (with student ID) - \$15.00

Household (Common Address) - \$35.00

Patron - \$45.00 Business - \$150

Past President (Free Membership)

Lifetime Membership - \$1000 (Dedicated to Endowment Fund)

The Lawrence Art Guild is a volunteer organization. It will stay as vital and active as it is today only if members participate fully. Please check the boxes to let us know ways you can help.

Serve as an Officer

Jury or screen shows     Help as needed

Help hang shows

Show my/our work at Guild-managed exhibit spaces

Be a Mentor

Please return this form - with your check for dues and fees payable to Lawrence Art Guild - to:

Membership Chair  
Lawrence Art Guild

**LAG use only**

Date received \_\_\_\_\_