

## **ARISIA Art Show Rules**

The purpose of this Art Show is to exhibit and sell original artwork of a science fiction, fantasy, horror, and/or fannish nature. Both flat and 3-D artwork and prints will be accepted for display and sale.

1. All flat art must be matted, framed or otherwise mounted. Framed works must have a wire for hanging.
2. Every piece – print, flat or 3-D, must be labeled with its title, price and the artist's name.
3. Computer prints will be considered original art only if accompanied by a statement from the artist confirming same; otherwise, they will be treated as prints.
4. Only single copies of limited edition prints (under 500 copies) will be allowed to hang in the Art Show. Otherwise, the item(s) will be entered in the Print Shop (see section 8 under Art Show Fees).
5. Once an item has been entered in the Art Show, it may not be withdrawn or the conditions of sale (e.g., the minimum bid amount) changed without the consent of the Art Show Director.
6. Art sales do not include reproduction rights. The artist and buyer must negotiate separately if necessary.
7. Artwork receiving four or more bids normally will go to the voice auction on Sunday. Artwork receiving 3 or fewer bids by the close of the Art Show will be sold to the bidder with the highest written bid on the bid sheet.
8. Any artwork legally bid for, but not collected and paid for by the buyer, will be retained by the Arisia. We will make every effort to contact the buyer, remind them of their legal obligation to pay for purchased art at the bid price, collect funds due and remit to the artist. If we are unable to complete the sale within three months, the art will be returned to the artist.
9. All entries of original art must be your own original work on a science fiction, fantasy, horror, or fannish theme. All entries of prints must be copies of your own original work on the same theme(s). We will not permit the resale of previously purchased artwork.
10. In order to be represented by an agent at the convention, you must complete the agency section of the reservation form and provide your agent with a signed letter of agency to present at the Art Show.
11. For your protection, photography will not be permitted in the Art Show, with the exception of supervised, professional press and Arisia, Inc. If you object to having your works used, with credit, by press reviewing the convention or by Arisia, Inc., please indicate this on your reservation form.
- 12. Your artwork and prints are not considered to have been checked in to the Art Show until the control sheets have been checked and signed by a staff member.**
13. No space reservations will be held after noon on Saturday unless prior arrangements have been made with the Director. Unclaimed space will be forfeited (along with fees paid) and reassigned to walk-in art.
14. Please keep in mind our Artist Check-out hours on Sunday; **please plan on having your items out of the Art Show before the end of Artist Check-out** so that we may clear the room as soon as possible. We reserve the right to remove artwork from its display space in order to expedite the tear-down process if the artist or agent does not make a timely appearance.
- 15. The Arisia Art Show cannot provide insurance coverage for art entered in the show. You should ensure that your own insurance coverage will cover your artwork while it is at Arisia.**

16. This year Arisia will, for the first time, have a **Juried Review** process available in addition to the regular Art Show. The theme for the Juried Art Show is 'The Future of Freedom'. Artists interested in submitting their work for Jury Review should send pictures of the piece(s) they wish to enter. Photographic slides are strongly preferred. Other formats (e.g. photographic print, digital photograph) are acceptable if they clearly show the artwork. One slide or photograph per 2-D work, two slides per 3-D work. This information must be received by the Art Show Director no later than 15 December 2003. *A maximum of five (5) pieces per artist may be submitted for Jury Review.* Artists with pieces accepted by the Jury will receive prominent placement and signage within the Art Show. Pieces not accepted for the Juried Show may still be placed in the regular Art Show on a space available basis. Artists may have both Juried and non-Juried pieces in the Art Show. Pieces accepted for the Juried Show have the same fee structure as other pieces. Mail slides for Jury submission to: Arisia '04 Juried Art Show c/o Buzz Harris, 137 Franklin St., Arlington, MA 02474-3227, USA. Questions? Email [artshow@arisia.org](mailto:artshow@arisia.org).

**Your submission of the reservation form signifies that you have read and accepted these rules.**

## **ARISIA Art Show Fees**

1. The basic unit of space for flat work is the panel which is made of pegboard and is **4' by 4'**. For 3-D art the basic unit is the table which is **6' long by 30" deep**. Please remember that the space you reserve must include clearance between pieces, including space for the attached bid sheets. Your artwork may not extend beyond the edge of any panel or table, and it may not interfere with any works displayed by any other artist.
2. The **Art Show Fee** is a **combination of a reservation fee plus a ten-percent (10%) capped commission**. The **maximum** amount charged is **thirty-two dollars (\$32) per-panel** (pro-rated) combined reservation fee plus commission. Reservation fees are due at the time of reservation. Arisia will deduct commission (if any) from your final check. (The **Print Shop** has a separate fee structure detailed below.)

Example 1: Artist uses two tables (reservation fee = \$40), and has sales totaling \$800.

- a. Maximum total charge is \$64 (2 x \$32). Maximum commission is \$24 (\$64 minus \$40).
- b. Commission charged is \$24 (lesser of \$24 vs. 10% of \$800).
- c. Artist receives a check for \$776.

Example 2: An artist uses one panel plus a half table (space fees = \$30), with sales totaling \$100.

- a. Max total charge is \$48 (1.5 x \$32) or \$18 maximum commission (\$48 minus \$30).
- b. Commission charged is \$10 (lesser of \$18 vs. 10% of \$100).
- c. Artist receives check for \$90.

3. You are not limited to reserving full panels or tables. The reservation fee for fractional units are:

1 Full Table	6' X 30"	\$20	1 Full Panel	4' X 4'	\$20
1/2 Table	3' X 30"	\$10	1/2 Panel	4' X 2'	\$10
1/4 Table	1.5' X 30"	\$5	1/4 Panel	2' X 2'	\$5

4. Each artist may normally reserve up to two panels or two tables, or any combination of panels and/or tables up to a maximum of two. Requests for additional space may be granted on a space available basis.
5. Floor space for free-standing artwork will be charged at the same rate as for table space. For free-standing space please note this on the reservation and include details about the piece(s) and supports (if any).
6. In an effort to encourage **student artists** to display and sell art, **the reservation fee for the first unit of panel or table space is waived** for all high school students, and any college level art student enrolled full time in an accredited degree-granting institution. Please include student status documentation with the reservation.
7. We will have a Print Shop for the sale of multiple copies of prints at a fixed price (no bid-sheet or auction). A separate area of panels will display one copy of each print available in the Print Shop. The other copies are sold from stock accessible only to our staff. The display copy is sold once it is the only copy remaining.
8. The **Print Shop Fee** is three dollars (\$3.00) per **unique image**. This fee is **waived for any print where the original or a copy hangs in the Art Show**. You must provide at least 3 copies of any given item for the print shop, with a maximum limit of up to 10 copies of any item. Space must be reserved in advance for prints by noting the number of different display copies on the reservation form. All Print Shop sales are for a fixed whole-dollar price. **The Print Shop Fee is due on check-in. Prints will NOT be accepted without the fee.**
9. ARISIA '04 will accept mailed-in art and prints. **There will be a \$15 handling fee per artist for mailed-in art.** If UPS Ground service is used for returns, then Arisia will pay the return shipping cost; other forms of shipping require that the artist will need to pay the cost. If you decide to mail-in your art, you must notify the Art Show Director (artshow@arisia.org) by December 15, 2003.
10. Send Mail-In art to: **ARISIA '04 Art Show c/o Buzz Harris, 137 Franklin St., Arlington, MA 02474-3227.**
11. **Mailed artwork and accompanying paperwork (control sheet, bid sheets, etc.), must arrive by January 5, 2004.**
12. **Please include a hanging layout, or other instructions for displaying your mailed-in artwork.** Remember to include space for bid sheets in the layout, and keep in mind that no artwork or bid sheets may hang off the panel or table. If the art show staff can not reproduce your layout or you do not include a layout, some of your artwork may not be hung. In the absence of specific instructions, the staff may exclude pieces at its discretion. If you can, test your layout before mailing to be sure that everything fits in the space reserved. The more explicit your instructions, the better the chance that we will be able to hang all of your work.
13. ARISIA '04 will make every effort to mail checks to the artists within one month after the convention. Checks will be made payable to the artist unless otherwise requested by the artist in writing or in person.

**FULL PAYMENT MUST ACCOMPANY ALL RESERVATIONS.** Please make your check payable in U.S. funds to ARISIA '04 or provide credit card information. A \$10.00 fee will be charged for returned checks.

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