

# SAGEFENCON

## 2022 ART SHOW



### **Art Show Contact:**

Jeanette Allwardt

E-Mail: [artshow@sagefencon.org](mailto:artshow@sagefencon.org)

### **Art Show Pricing:**

<b>Space</b>	<b>Pricing per Space</b>
4' x 4' flat: for hanging works	\$15
3' x 2 ½ ' table: for "stand up" work	\$25
3' x 3' floor space: for free standing work	\$20

- There is a maximum amount of 4 panel and/or table units per artist. Free-standing artwork may be entered subject to space availability.
- SageFenCon collects a 15% commission on all art show sales.
- Art Show prices do not include membership. Presenting Artist's membership rate is \$20.
- Fees and membership can be paid via PayPal ([paypal@sagefencon.org](mailto:paypal@sagefencon.org)) or check to SageFenCon, mailed to:

SageFenCon  
Attn: Art Show  
1761 George Washington Way #354  
Richland WA 99354

### **General Information:**

- Artwork entered must be the artist's original work.
- Space must be reserved and all fees paid in advance. Please be sure that you have submitted your completed Reservation Form, signed and dated Release & Waiver Form, and payment.
- All artwork (where feasible) must be labeled with title and price and artist's name and address. Titles and prices must match the information on the Art Control Form. (To prevent confusion if the Bid Sheet becomes separated from the artwork.)
- Artwork may be entered as either For-Sale: Minimum Bid and/or Direct Sale.
  - Minimum Bid: The lowest price you are willing to sell the piece for. Works for sale must have minimum bid marked (whole dollars only please) or the Minimum Bid space crossed out if the piece is for Direct Sale only.
  - Direct Sale: If the piece is for bid/auction only, please cross out the Direct Sale space. There are No Direct Sales on Friday, due to Art Show set-up.
- Once a piece has been entered into the Art Show, it may not be withdrawn nor may the conditions of sale be altered.
- Reproductions (prints) by the artist of his/her own work may be displayed. You may display only one copy of each print and that print may not be sold elsewhere at SageFenCon.

- *Resale of works from collections will be permitted on a limited basis. Prior permission is necessary. These items can only be marked for Direct Sale.*
- All artwork entered must be ready for display.
  - Flat art should be matted and/or framed with a suitable hanging device attached. The Art Show is not responsible for damage caused to art by inappropriate hanging devices.
  - Three-dimensional work must come with appropriate supports for display on tabletop or floor space displays.
  - If you intend to enter small fragile artwork, such as jewelry or miniatures, it is recommended that you provide a sturdy, secure display case for your pieces.
  - Please indicate on the Reservation Form if you have unusual display needs—special lighting, electricity, floor space, etc.
- SageFenCon does not provide insurance. Security is provided in Art Show by staff during the day and a Watch staff member will be posted during the hours the Art Show is closed.
- Artists Check In begins at 9am on Friday, April 29th, 2022. Early arrival is recommended as the Art Show will open to the public at noon.
- There will be one voice auction on Sunday. Works with four (4) written bids will go to voice auction. Works with less than four (4) written bids will be sold to the highest bid on the bid sheet.

#### **Mail-In Art Information:**

- Mail-in artwork is limited to non-attending artists.
- Art may be sent via Federal Express, or US Mail. Please contact us at [artshow@sagefencon.org](mailto:artshow@sagefencon.org) to make arrangements for UPS shipping. Please check the separate mail-in instructions for addresses and more information.
- Items must arrive in a reusable container with appropriate packaging materials, a return address label, a check for the amount for return postage or shipping, and insurance (if requested) (labeled shipping deposit on the shipping form below). Information regarding return insurance or the carrier to use for return shipping should also be provided.
- SageFenCon assumes no responsibility for artwork damaged during shipping. However, every attempt will be made to make sure that artwork is properly packed.
- SageFenCon anticipates having all mail-in art returned within one week of the close of the convention.
- The SageFenCon Art Show mailing address for the artwork will be posted on our website and shared in the Art Show registration paperwork.

***SageFenCon reserves the right to refuse any entry. The decisions of the Art Show Director are final.***

***For more information, contact:***

***Art Show Director: Jeanette Allwardt at [artshow@sagefencon.org](mailto:artshow@sagefencon.org)***

# SageFenCon Art Show

## Shipping Form

Please return this form with your shipping deposit

Name: \_\_\_\_\_

Shipping address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Shipping Deposit: \$ \_\_\_\_\_

Mailing Label included: Yes \_\_\_\_\_ No \_\_\_\_\_

Preferred Carrier:

USPS \_\_\_\_\_ Ground or Priority Mail

UPS \_\_\_\_\_ Ground or 2 day Air

FedEX \_\_\_\_\_ Ground or Express

Special Directions:

## **SageFenCon Mail-in Artwork Procedures and Tips**

Thank you for sending your artwork to the SageFenCon Art Show. Please read and follow the below information. Much of this is standard for those of you who have sent work to many art shows, but there is always a first time for someone.

1) Control forms and bid sheets are available to download from our website. Please fill them out and include them with your artwork. Check to be sure that the titles/prices, etc. match on control forms and bid sheets. Prices should be in **whole** dollars only. Please print as legibly as possible. *(If we can't understand title, price, media or if there are discrepancies, we can't display that item unless we can contact you to check on it.)* Please email our Art Show Director at [artshow@sagefencon.org](mailto:artshow@sagefencon.org) with any questions, comments, or concerns.

2) Label all artwork with title/date/price and your name where possible. For small items (such as jewelry or other 3-D artwork where individual labeling is not feasible) please send a sheet with clear descriptions of each and/or code the pieces in some fashion.

3) **Please send your artwork to arrive no later than Wednesday April 13th.**

4) If you know your art will not arrive until the week before the convention, please ship via **US Postal Service**, because if **UPS** is used and we are not there to receive it, the art will not be available for pickup or delivery until the next business day. Please make sure that it arrives **absolutely no later than the Monday before the convention**. If your artwork arrives late, we cannot guarantee that we will be able to get it to the convention. Please email at [artshow@sagefencon.org](mailto:artshow@sagefencon.org) if it is going to be late.

5) Please pack your artwork carefully. (We will inspect it all very carefully when opening the packages and call you if there are any signs of damage.) Remember to check with your carrier about insurance.

6) Label the shipping packages with your name and address on each one. If you use more than one package, please indicate how many (i.e. labeled 1 of 3, 2 of 3, 3 of 3). While we hope that you sell all the artwork that you sent and all we need to send back is a check, this is not always the case. If your artwork needs to be packed in a special way such as certain pieces in certain packages, please include that information on a separate sheet. It's not always obvious after the show which pieces came from which cartons. Also please let us know if you want your shipping containers sent back if all your artwork sells.

7) Please tell us how you want your work returned (i.e. USPS, UPS, or Federal Express) and provide adequate return "postage" (and insurance). Prepaid labels are preferred. Refunds of surplus postage will be included in payment checks to artists. Likewise, we will deduct return shipping costs from your sales if you did not provide adequate postage.

8) **Please send art via USPS or FedEx to:**

**SageFenCon Art Show  
c/o Jeanette Allwardt**

**3911 W. 27th Ave., Suite 101, #200  
Kennewick, WA 99337**

**If you are sending art UPS, please contact us at [artshow@sagefencon.org](mailto:artshow@sagefencon.org) to make arrangements.**

**9)** Feel free to send us a suggested display layout of your artwork. Remember the panel space is 4 x 4 feet, table space is 3 x 2½ feet, and you need to allow for placement of bid sheets next to your pieces.