CHECK LIST - ALL ITEMS DUE SEPTEMBER 12, 2011

✓ Entry form
✓ Three labeled photos or jpegs.
✓ Jury Fee - $15.00 check (Non-refundable) made out to: Holiday Art Sale 2011

The 21st Annual Holiday Art Sale is sponsored by the Cultural Committee of the CLC Foundation to benefit the Community Gallery of Art and to fund scholarship programs.

For complete information call Christina Rasmussen at (847) 543-2405 or e-mail: crasmussen@clcillinois.edu

web site: http://gallery.clcillinois.edu
2011 3D HOLIDAY ART SALE

December 3 - December 6

Saturday - 9 a.m. - 4:30 p.m. / Sunday 1- 5:00 p.m.
Monday 9 a.m. - 9 p.m. / Tuesday - 9 a.m. - 6 p.m.

LOCATION: College of Lake County / Library Glass Atrium

GENERAL INFORMATION: The four-day sale will include works in various fine arts media. Accepted artists are asked to provide an adequate supply of art to fill their assigned space. Artists need not be present at the four-day sale. Artwork will be on a consignment basis to the College of Lake County Foundation Cultural Committee which reserves the right to limit the number of pieces on display.

MEDIA: All 3D art forms including: ceramics, fiber, glass, metal, paper, jewelry, wood, leather and sculpture. Greeting cards and stationery will be considered.

ELIGIBILITY: Open to all artists 18 years or older. All work must be of original concept and design and not from commercial kits or molds. All work that is to be exhibited must be executed by the applying artist(s). The C.L.C. Faculty reserves the right to refuse any artist the right to exhibit work not in the same juried media or not complying with stated requirements.

JURY FEE: A $15.00 non-refundable jury fee is due with the entry form. Make checks payable to Holiday Art Sale 2011. Entry form can be faxed, with credit card payment. (847) 543-3405.

DISPLAYS and FEES: Upon acceptance, table fees and display requests will be submitted with consignment inventory. All materials necessary to display work will be provided by the artist. Each table or floor space is 21/2 ft. x 6 ft. @ $15.00 (maximum of 2 @ $30 per artist). Tables will be provided for a uniform look. Artists may reduce their fees by $15 for each 2 hours worked during the sale. Specifics will be sent to the artist. Each table or floor space is 21⁄2 ft. x 6 ft. @ $15.00.

HOLIDAY ART SALE SERVICES: Extensive publicity and advertising, printing and mailing of announcement to over 6,000 art patrons, staffing of four-day sale, acceptance of credit cards at sale, providing space and tables.

INQUIRIES: Please call Christina Rasmussen at (847) 543-2405. E-mail: crasmussen@clcillinois.edu

PHOTOS AND JPEGS: Submit 3 photographs or jpegs on a disk representative of work to be exhibited. Quality reproductions are important. All photos or jpegs must be clearly labeled with the artist’s name, title (or description), medium, dimensions, and price. Materials will be returned after the sale.

ENTRY: All entries must be accompanied by an entry form. A $15.00 jury fee and photos or jpegs. Entries are DUE Friday, September 9. The submission of the entry form will constitute an agreement to all conditions in the prospectus.

ACCEPTANCE: Upon notification of acceptance, artists must return a signed Consignment Agreement and booth fee by November 11. This agreement will be mailed to artists with the notification letter.

HOLIDAY ART SALE DATES:

December 2, 1- 9 p.m. Emergency Set-up
December 3, 8- 9 a.m. HOLIDAY ART SALE
December 3, 8- 9 a.m. HOLIDAY ART SALE
December 6, 6-10 p.m.
December 6 6-10 p.m.

EXHIBITOR'S RESPONSIBILITY:

1. Supply own display and coverings.
2. Set up work between 1 pm and 6 pm Friday, December 2.
3. Pick up work at show's end Tuesday, December 6, 6 p.m.-10 p.m.
4. Mailing announcement cards or PDF file to personal clients.

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IMPORTANT DATES:

• Deadline for entries: September 12
• Notification sent to artist: September 21
• Consignment agreement and inventory lists due: November 14
• Set-up: December 2, 1- 9 p.m.
• Emergency Set-up: December 3, 8- 9 a.m.

Artist's Signature Date

Payment options:

Check/Money Order: Please make check payable to: Holiday Art Sale 2011

Charge my: VISA MASTERCARD DISCOVER

American Express

Account no.
Expiration Date
Signature

To fax - Fill out form and fax to Christina Rasmussen / (847) 543-3405

All faxed credit card information will be confidential.

WAIVER: Every reasonable precaution will be taken to safeguard art works while at C.L.C. The College of Lake County, its staff and volunteers are not responsible for accidental loss or damage of any kind. I have read and understood the above rules.