



## Small Works & Holiday Marketplace 2017

**IMPORTANT - NEW LOCATION!** The Princeton Arts Society has moved! Art drop-off and the sale will be held in our new space at Post Office Place, 206 Worcester Road, Princeton. Park in the back of the building and enter through the lower level lobby.

**SHOW SALE dates & times:**

Friday, Dec. 1: 6-8:30pm - Opening Reception & Sale

Saturday, Dec. 2: 10am-4pm

Sunday, Dec. 3: 10am-4pm

Friday, Dec. 8: 2-6pm

Saturday, Dec. 9: 10am-4pm



**ENTRY DROP-OFF times:**

Saturday, Nov. 25: 1-4pm

Tuesday, Nov 28: 12 noon-1:30pm

Wednesday, Nov. 29: 12 noon-1:30pm

...or by appointment if necessary

**PICK UP times:**

Sunday, Dec. 10: 12 noon-2pm

Tuesday, Dec. 12: 12 noon-2pm

...or by appointment if necessary

**ELIGIBILITY:** Open to all with paid 2017-18 membership. New members welcome! Dues are \$30/yr and can be paid at drop-off.

**ITEMS FOR SALE:** This show focuses on small, original works and items. All mediums are welcome! We have wall space for framed pieces and have pedestals and tabletops for 3-dimensional work, printed material, and artisan made gift items. We are seeking your paintings, digital art, carvings, pottery, ceramics, ornaments, jewelry, drawings, glass, photographs, artist prints, fiber arts, giclees, cards, sculptures, clothing, books of original writings and poetry, original CDs, and any other gift items your creativity has produced. All entries must be for sale. Note that we have **two categories**; you may enter in one or both:

- 1) **“WALL GALLERY” REQUIREMENTS:** We will accept up to 2 wall entries of original art per artist. Each piece should be no larger than 200 square inches, INCLUDING FRAME. Example: 12 X 16 = 192 sq. inches. All Wall Gallery pieces must be wired and ready for hanging.
- 2) **“MARKETPLACE” REQUIREMENTS:** Single or multiple items are welcome; the number of items is unrestricted. Every effort will be made to display all items. Artists are invited to bring unframed but matted and/or shrink wrapped artwork or unframed canvas paintings and other types of flat art to be displayed and sold from artist-provided trays. Other types of items may be grouped in your baskets, trays, or stands as needed.

**SALES:** Sales will be subject to a 25% donation to the Society, but work priced under \$49 or less will have a 15% donation. The intent is to promote high quality and affordable gift purchases. The event will be well marketed.

**BUSINESS CARDS:** New this year, we will have a dedicated table space reserved for your business cards or other SMALL marketing piece.

**LIABILITY:** While the Princeton Arts Society will do everything possible to carefully handle art items and maintain security from time of drop-off to time of pickup, the Princeton Arts Society will not accept any liability for lost or damaged work. Artists will also be responsible for any tax liability resulting from the sale of work.

**ENTRY FORMS and DROP-OFF:** *Entry form is attached.* Please bring your completed Entry Form when dropping off your work. Note new location described above. In the meantime, if you have questions please contact [contact@princetonarts.org](mailto:contact@princetonarts.org) Please have all price labeling completed prior to drop-off.

PRINCETON ARTS SOCIETY is a 501(c)3 organization. All donations are tax deductible.

2017 Small Works & Holiday Marketplace – ENTRY FORM

PLEASE PRINT

Artist’s Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Web address: *(If you have a business web page we will list it on a displayed list along with your name.)*

**Labeling - Each individual Marketplace item must have a legible sticker or tag firmly attached showing the price and its unique inventory code.** (Gallery Wall art is excluded.)

The purpose of this is to assure accuracy during the payment process. Every item will have a unique number and we will not be trying to figure out which card/print/bag is blue or green or has flowers or butterflies. Additionally, if you have numerous pieces, you will not need to write out the name of every item on this Entry Form....just give us the code numbers.

This will also speed up the customer’s payment process that in the past has created a bottleneck.

**Coding** - The inventory code must be your initials (3 if possible) plus a number, created in a linear sequence to represent the items in the collection starting with the number one (1) and continuing without breaks through all your items. (Example: JBS 1, JBS 2, etc.)

See more Coding Examples on next page.

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\_\_\_ I have read and accept the Liability responsibility as stated above.

Drop off Date \_\_\_\_\_ Artist (signature) \_\_\_\_\_

Art checked in by \_\_\_\_\_

\*\*\*\*\*space below for PAS use\*\*\*\*\*

Unsold Work Picked Up Date \_\_\_\_\_ Artist (signature) \_\_\_\_\_



