



Small Works Holiday Marketplace and Show 2015

SHOW TIMES:

- Opening, Friday, Dec. 4 6 pm - 9 pm
- Saturday, Dec. 5 10 am - 4 pm
- Friday, Dec. 11 10 am - 2 pm
- Saturday, Dec. 12 10 am - 4 pm

ENTRY DROP-OFF TIMES:

- Saturday, Nov. 28 1 pm - 4 pm
- Wednesday, Dec. 2 10 am - 12 Noon

PICK UP TIMES:

- Saturday, Dec. 12 4 - 5 pm
- Wednesday, Dec. 16 10 am - 12 Noon

Artist
CALL FOR ENTRIES

VOLUNTEERS - TO MAKE THIS EVENT SUCCESSFUL WE NEED SOME HELP FROM MEMBERS. If you would like to be part of the "team", please email us at PASMarketplace@gmail.com or call 978-464-2051.

ELIGIBILITY: Open to all with paid '15-16 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. All mediums are welcome! We have wall space for framed pieces and have pedestals and tabletops for 3-dimensional works, printed material and artisan made gift items. We are seeking your paintings, carvings, pottery, ceramics, drawings, glass, photographs, artist prints, fiber arts, giclees, cards, ornaments, jewelry, sculptures, clothing, books of original writings and poetry, original CDs, and any other small gift items your genius has produced. All entries must be for sale.

REQUIREMENTS FOR WALL GALLERY ENTRIES: We will accept up to 3 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 pieces must be wired and ready for hanging. Artists are also encouraged to bring matted and shrink wrapped unframed prints and multiples of their work and other flat art that can be displayed and sold from artist provided trays and bins. These will be displayed in groups on the tabletops and not hung on the wall.

REQUIREMENTS FOR 3 DIMENSIONAL WORKS, GIFT ITEMS AND ALL OTHER ENTRIES: The number of items is unrestricted and we will be using additional space adjacent to the Arts Society Gallery room as needed. Artists are encouraged to bring in trays of unframed but matted and/or shrink wrapped art work or unframed canvas paintings and other types of flat art that can be displayed and sold from artist-provided trays. Other types of items may be assembled in baskets, trays or stands, as needed.

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 cannot accept any liability for lost or damaged artwork. Artists will also be responsible for any tax liability resulting from the sale of artwork.

SALES: Sales will be subject to a 25% donation to the Society; work priced under \$50 will have a 15% donation. The intent is to promote high quality and affordable gift purchases. The event will be well marketed. We will offer gift wrapping services for small items.

ART DONATIONS: As in the past, we invite you to support the Princeton Arts Society by donating one small piece of affordable, original art. All proceeds from the sale of donated art items will go to benefit the Society. Donations continue to be an important means of raising funds to support the Princeton Arts Society and our growing programming schedule. Your participation is greatly appreciated!

ENTRY FORMS and DROP-OFF: *Entry form is attached.* Please bring your completed Entry Form when you drop-off your work at the Princeton Arts Society's room in the Princeton Center Building. In the meantime, if you have questions please contact PASMarketplace@gmail.com.

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

2015 Small Works Holiday Marketplace and Show – ENTRY FORM

PLEASE PRINT

Artist’s Name: _____ Phone: _____

Email address: _____

We would love the opportunity to publicize your work as part of our PAS social media efforts (Facebook, PAS website, etc). Please provide web site address if interested: _____

Important - NEW THIS YEAR

- 1. Each individual Marketplace item must show a price tag. (Wall art is excluded.)
- 2. Plus, each item must have a unique inventory code. (Again, wall art is excluded.)

The price and the code can be placed on the same sticker or tag.

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 15 prints, you will not need to write out the name of every print...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 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 the entire quantity. (Example: JBS 1, JBS 2, etc.) You may use any stickers or tags you already have, but we will also have a supply of small round white stickers at the drop-off time and are prepared to help you with this process.

See more Coding Examples on next page.

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 cannot accept any liability for lost or damaged artwork. Artists will also be responsible for any tax liability resulting from the sale of artwork.

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

Artist Drop-off Date _____ Artist (signature) _____

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

Code initials for this artist _____ Total number of items _____

Unsold Worked Picked Up Date _____ Artist (signature) _____

Total Sales _____ Donation Due to PAS _____

