



# Call for Artists - Small Works & Holiday Marketplace 2021

*Updated 10/27/21 – note changes to the drop-off and pickup times and dates.*

**SALE LOCATION (and drop-off and pickup location) – Princeton Senior & Community Center, 206 Worcester Road, Princeton MA (to right of Post Office)**

## **SHOW SALE dates & times:**

Friday, Dec. 3: 6-8pm – Sale, and possible reception

Saturday, Dec. 4: 10am-4pm

Sunday, Dec. 5: 10am-4pm

Friday, Dec 10: 6-8pm

Saturday, Dec. 11: 10am-4pm

Sunday, Dec. 12: 10am-4pm

## **ENTRY DROP-OFF times:**

Saturday, Nov. 27: 11am-2pm

Tuesday, Nov. 30: **4:30-6:30pm**

...or **by appointment** if necessary

## **PICK UP times:**

NOTE: **No** pick up at the close of the show on Sunday

Monday, Dec. 13: **2-6pm**

Tuesday, Dec. 14: **cancelled**

...or **by appointment** if necessary

**ELIGIBILITY:** Open to all with paid 2021-22 membership. New members welcome! Dues are \$30/yr and can be paid at drop-off.

**ITEMS FOR SALE:** All entries must be 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, woodworking, fiber arts, giclees, cards, sculptures, clothing, books of original writings and poetry, original CDs, and any other gift items your creativity has produced. Note that we have **two categories**; you may enter in one or both:

- 1) “WALL GALLERY” REQUIREMENTS:** We will accept up to two (2) wall entries (in this category) of original art per artist. Each piece should be no larger than 350 square inches, **INCLUDING FRAME**. Example: 16 X 20 = 325 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 (appropriately sized for your contents), as needed. Note: We may remove your items from your basket, tray, etc., in order to enhance the display of show items. We might mix them with similar pieces, arrange by color, etc.
- 3) SALES:** Work priced under \$50 will have a 15% donation; other sales will be subject to a 25% donation to the Society. The intent is to promote high quality and affordable gift purchases. The event will be well marketed. Artists are responsible for all taxes.

**BUSINESS CARDS:** We will have a dedicated table space reserved for business cards or other SMALL marketing pieces.

**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 are 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. In the meantime, if you have questions please contact [contact@princetonarts.org](mailto:contact@princetonarts.org). **PLEASE HAVE ALL LABELING COMPLETED PRIOR TO DROP-OFF. EVERY ITEM NEEDS A UNIQUE ID CODE AND ITS PRICE.**

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

2021 Small Works & Holiday Marketplace – ENTRY FORM

PLEASE PRINT

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

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

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

**Labeling - EACH INDIVIDUAL MARKETPLACE ITEM MUST HAVE A LEGIBLE, UNIQUE STICKER OR TAG FIRMLY ATTACHED** showing the **price** and its unique **inventory code**. (Gallery Wall art is excluded.)

The purpose of this is to ensure accuracy during the payment process and to ensure accurate sales records. Every item will have a unique ID code so we will not be trying to figure out which card/print/bag is blue or green or has flowers or butterflies. If you have numerous pieces, you will not need to write out a description for every item on the Entry Form...just give us the code numbers.

**Coding** - The ID 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 2-11, etc.)

*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 will not 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.

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

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

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

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



