



## Holiday Art Fair

A Seasonal Art Show  
Presented Annually

by the

**Lawrence Art Guild**

**December 7, 2019**

9:00am - 5:00pm

at the Lawrence Arts Center

940 New Hampshire

Lawrence, Kansas

### IMPORTANT DATES:

**Friday, November 1st**

Deadline for receipt of entries

**Thursday, November 7th**

Screening notices & photos returned

**Saturday, December 7th**

*Set-Up: Friday, Dec 6 from 7pm - 9pm  
and Saturday, Dec 7 from 7am - 9am*

**Holiday Art Fair hours 9am - 5pm**

Artist Checkout: 5pm-6:30pm

## The Lawrence Art Guild's Holiday Art Fair

A one-day event offering area artists a seasonal exhibition and sales opportunity. The Guild retains a commission of 10% on sales which enables us to fulfill our mission statement.

### Eligibility

The Fair is open to any artist 18 years of age or older. All media are eligible. **Only your original art and reproductions of your original art are eligible for display and sale.** Original works must make up the majority of the work displayed. **Items made from non-original or commercial patterns, molds, or kits are not eligible.** The Lawrence Art Guild reserves the right to refuse any entry application. The Guild also reserves the right to remove any items that may appear in your display that were not represented in entry photos, or that are otherwise deemed ineligible or unsuitable for display.

### Entry Requirements

1. A completed entry form plus 4 color prints of your work including 1 photo or sketch of your typical display. If entering/displaying more than one medium submit three additional prints for each medium.
2. The appropriate Entry Fee.
3. A SASE with sufficient size and postage for any photos you wish returned.
4. Artists may request posters to put up around their community. Please make sure to note how many posters you will need. # Needed \_\_\_\_\_.
5. Deadline for receipt of entries: November 1, 2019

### Screening and Selection

A screening committee will review entries for originality, overall artistic quality, and display requirements. High quality or professional photos will give you the best chance for consideration. Holiday Art Fair postcards will be e-mailed to each artist for their use. There will be Guild volunteers available during the Fair for assistance.

### Display

Remember, display space is limited. You will be assigned a display space averaging 6 feet wide. Every effort will be made to meet your requirements. Plan to supply your own display fixtures. A limited number of spaces have electric outlets. **Tables are not available.** Artists may not hang anything on the Arts Center walls. Artists must provide panels for hanging objects.

**Space Set-Up:** Friday evening, 7:00 pm - 9:00 pm  
and Saturday morning, 7:00 am - 9:00 am.

**Holiday Art Fairs hours are 9:00am - 5:00pm.**

### Check-Out at End of Fair

**All artists must checkout at the end of the Fair, whether or not they have sold any work.** The 10% commission on sales will be collected at the time. Have your sales total ready. Please help to clean up your area during take-down. (NO EARLY TAKE-DOWN PLEASE)

### Entry Fee

**LAG members - \$50**

**Non members - \$70**

If you are not accepted, the entry fee is returned less a \$5 non-refundable Screening Fee, along with the Screening Notice and your photos. Fee may be paid by check, money order, or cash. Make checks or money orders out to: Lawrence Art Guild.

**Mail all entries to:**

**Lawrence Art Guild**

**Holiday Art Fair Entry**

**P.O. Box 1357**

**Lawrence, KS 66044-8357**

*DO NOT MAIL ENTRIES TO THE LAG*

**Questions? Want to Volunteer?**

Contact Maria Martin, Holiday Art Fair Chair, at

[lawrenceartguildassociation@gmail.com](mailto:lawrenceartguildassociation@gmail.com)

**Check us out at [www.lawrenceartguild.org](http://www.lawrenceartguild.org)**

# Holiday Art Fair Entry Form

Saturday, December 7th at the Lawrence Arts  
Center A Seasonal Art Show Presented by  
the Lawrence Art Guild  
Deadline November 1, 2019

Please read the attached info sheet. Keep info sheet & photocopy of your entry form for reference.

<b>Name:</b> _____ Last First	<b>Phone:</b> _____	
<b>Address:</b> _____	<b>E-mail:</b> _____	
<b>City:</b> _____	<b>State:</b> _____	<b>Zip:</b> _____
<b>Medium:</b> _____	<b>KS State Tax ID#:</b> _____	

**Entry Fee** (Please check appropriate box)

LAG Member \$50

Non-Member \$70

**Artist Needs** (Please check all appropriate boxes)

**Note: Artists must provide their own tables  
& panels. 6 ft. maximum please**

Electrical Outlet (limited number available)

**Artists may not use nails in any of the walls  
at the Lawrence Arts Center.**

I wish to rent panels - \$15 each (3'w x 7'h)

Artist will set up panels; # needed \_\_\_\_\_

Submit check, money order or cash for Entry Fee. Make  
check payable to: Lawrence Art Guild.

## Entry Materials Checklist

Completed Entry Form

Minimum 4 color slides or prints (Including one  
of typical display. Additional 3 slides per other mediums you  
plan to display also required.)

Entry Fee

SASE for Screening Notice & Photo Return

**Mail before deadline: November 1, 2019**

I will use the electronic file for postcards  
send to my email \_\_\_\_\_

I will help distribute posters.

The Lawrence Art Guild is a non-profit 501(C)3 organization  
that relies totally on entry fees, memberships and  
commissions to continue our mission of supporting all area  
artists. Therefore it is very important that all artists check out  
at the end of our event to report their 10% commission.

**MAIL TO:**

Lawrence Art Guild  
Holiday Art Fair Entry  
P.O. Box 1357  
Lawrence, KS 66044-8357

**Lawrence Art Guild**  
**PO Box 1357**  
**Lawrence, KS 66044-8357**

## Lawrence Art Guild Membership Form

**The Lawrence Art Guild**, a 501(c)(3) non-profit organization, promotes arts awareness in the Lawrence area and supports the creative growth of its members and area artists. Members have the opportunity to show in the annual **All Member Show**, and two art fairs: **Art In The Park** and the Holiday Art Fair. The Guild produces an online newsletter, offers discounted entry fees to Lawrence Art Guild events, offers space on its website to feature work and web links for guild members, presents art forums, and provides support for art education.

\_\_\_\_ This is a Membership Renewal    \_\_\_\_ This is a New Member Application    Date: \_\_\_\_\_

Name(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ (Do Not Publish\_\_\_\_)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Medium: \_\_\_\_\_

Phone Number Day: \_\_\_\_\_ Night: \_\_\_\_\_ (Do Not Publish\_\_\_\_)

Would you like to show your work on the Lawrence Art Guild Website: [www.lawrenceartguild.org](http://www.lawrenceartguild.org)

Yes \_\_\_\_ No \_\_\_\_ (If so, you will receive an email with instructions.)

### Membership Categories and Dues

(Check one of the following)

\_\_\_\_\_ Regular - \$25.00

\_\_\_\_\_ Senior Citizen - \$15.00

\_\_\_\_\_ Student (with student ID) - \$15.00

\_\_\_\_\_ Household (Common Address) - \$35.00

\_\_\_\_\_ Patron - \$45.00 Business - \$150

\_\_\_\_\_ Past President (Free Membership)

\_\_\_\_\_ Lifetime Membership - \$1000 (Dedicated to Endowment Fund)

The Lawrence Art Guild is a volunteer organization. It will stay as vital and active as it is today only if members participate fully. Please check the boxes to let us know ways you can help.

\_\_\_\_\_ Serve as an Officer

\_\_\_\_\_ Jury or screen shows    \_\_\_\_ Help as needed

\_\_\_\_\_ Help hang shows

\_\_\_\_\_ Show my/our work at Guild-managed exhibit spaces

\_\_\_\_\_ Be a Mentor

Please return this form - with your check for dues and fees payable to Lawrence Art Guild - to:

Membership Chair

Lawrence Art Guild

PO Box 1357

Lawrence, KS 66044-8357

<b>LAG use only</b>	Date received _____
Amount _____	Normal _____