

Art Show Entry Information












August 25-27, 2017 – Albuquerque Marriott Uptown
Artist Guest of Honor – Elizabeth Leggett

Bubonicon Art Show Coordinators: Roslee Orndorff and Kristen Dorland
artshow@bubonicon.com

General Contact Info: Bubonicon 505-559-0931
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The Basics At A Glance:

-  **ONLY U.S. DRAWN FUNDS ARE ACCEPTED**
\$15 Professional Registration Fee, plus \$1 per item.
\$5 Amateur Registration Fee, plus 50¢ per item.
No hanging or registration fees for Youths, grades K-12.
Make checks/money orders for fees, etc., payable to "BUBONICON"
-  **BUBONICON COLLECTS A 16% COMMISSION ON ALL SALES.**
-  Artists are responsible for their own insurance
-  As a registered 501(c)(3) corporation, Bubonicon is exempt from collecting NM Gross Receipts Tax (NMGRT). The artist / agent is not responsible for remitting NMGRT.
-  NO copyright or trademark infringement allowed. (Parody *might* fly, but must be unmistakable, and will be hung ONLY at the discretion of Art Show Management.)
-  Fees & paperwork must be sent WITH YOUR ART, not separately, *because...*
We DO NOT reserve flats. All art will be hung as space allows. Our space IS limited. All art is welcome, but medium to small pieces (14" × 16" and down) allow you more exposure *and* tend to fare better with our patrons. 'For Sale' art will be given priority over NFS pieces
-  **Maximum of three panels** will be allotted to each artist. Priority given to mailed-in art.
-  **Maximum of 50 prints per artists** may be entered into the print shop – limited to 2D art
-  Special Art Show Challenge this year: **Back In Time (Time Travel)**
Awards for Best in Show are given in Pro, Amateur, Student, and Special Art Show Challenge ("Beast of Show") categories, with prizes to be determined by Bubonicon Chair(s)

Mail-in artwork must be received between July 5 and Monday, August 21, 2017

Please do not ship artwork before July 5, 2017



Who may enter, and what you should call yourself:



We have three categories: Professional, Amateur and Youth. For our purposes, a Professional is someone who receives a **significant portion** of their income from artistic endeavors. Our Youth category is reserved for those enrolled in grades K-12. All others should enter as Amateurs, regardless of skill level. You need not purchase a Bubonicon membership to enter artwork in the show.



What can be entered...

Original or limited edition artwork in the Science Fiction, Fantasy, Horror, Space and all related genres. Acceptable mediums include, but are not limited to: painting, drawing, prints, sculpture, fiber art, jewelry, pottery, weaving, beadwork, needlework and miniatures.

- **RESTRICTIONS:** Art depicting copyrighted or trademarked imagery. Unless it's an obvious parody, WRITTEN proof of your permission to use all commercially registered characters and/or logos depicted will be required, and securing that permission will be the responsibility of you, the artist.
- Art containing libelous content in regard to well-known persons and/or characters. For purposes of legal protection, we won't hang it.
- Anything that might prove disruptive or dangerous to the audience and/or environment of the show.

'Original' is defined as works that have been CONCEIVED AND EXECUTED by the artist. Works based upon molds, patterns (ceramics, stained glass, beadwork, quilts, etc.) or commercial render-models (digital art) designed by someone *other* than the artist are not considered original, and cannot be entered unless written permission for use and/or sale has been obtained by the artist from the piece's designer beforehand.

RPG-style miniatures must be significantly altered in appearance from their source material to be considered original works and entered for sale. Unaltered miniatures will be displayed NFS as space allows.

Computer-rendered/generated artwork is considered original when the image drawn/painted digitally 'from scratch' by the artist; or when significantly modified through collage, over-painting or other hands-on techniques

Bubonicon does not generally censor topics or adult content, however; we reserve the right not to display any piece deemed too distasteful or offensive by the Art Show Coordinator(s) and/or the Convention Chair(s).

Bubonicon reserves the right to reject any submissions, in part or in whole, which do not meet the outlined rules and standards of the show. All decisions on whether works are acceptable for display and/or sale will be made by the Art Show Coordinator(s). All decisions are final.

Due to space considerations, Bubonicon reserves the right to limit the number of pieces displayed by each artist. The art show typically fills all available space, thus a maximum of three panels per artist will be allotted with priority given to mailed-in art. After all the mailed-in art is hung, decisions will be made by the art show co-ordinator(s) as to the disposition of any available panels.

Hanging fees will be refunded for non-displayed pieces at the discretion of the Art Show Coordinator(s).



What we expect from you, whatever your category:



All art must be received **READY TO BE DISPLAYED**. No exceptions without prior approval from the Art Show Coordinator(s).

3-D art must be ready to hang on the pegboard flats or sit flat on a table. **2-D art** must be matted, mounted, or framed. Frames must have a wire or loop on the back to facilitate hanging. **Prints** offered for sale through the Bubonicon Print Shop must be matted and shrink-wrapped or sealed/protected in some way. **Jewelry** must go either in our display cases (space is limited), display cases provided by the artist, or anchored securely in a box. **No loose jewelry will be accepted.** If it cannot go into a display case or be secured in some way (i.e. anchored to a peg on the peg board) it will not be displayed. No loose jewelry will be displayed on table tops. Limit of 35 jewelry items per artist or at discretion of art show coordinator(s). Sets are considered one (1) item.

Setup/maintenance of pedestals, display cases or other specialized equipment is the artist's responsibility.

For all artwork, Bubonicon requests that each piece be marked with the title and artist for identification.

If attending the convention, artists are responsible for hanging their own art, as well as the setup and maintenance of pedestals, display cases and any other specialized equipment. Mailed-in art requiring special displays should arrive with detailed instructions and **EVERYTHING REQUIRED** for set-up, or special displays will not be used.

You must provide your own electrical equipment and extension cords, and use of such requires approval from the Art Show Coordinator(s). The artist is responsible for proper installation and safe use. Electrical outlets are limited.

Artists are responsible for their own insurance. Every precaution will be taken to ensure the safety and security of all art in our care, but Bubonicon *does not provide insurance coverage or financial liability* for work entered in the show.

Taxes. Bubonicon, Inc., as a registered 501(c)(3) corporation, is not required to collect NM Gross Receipts Tax (NMGRT). Since Bubonicon, Inc. acts as agent for the artists displaying their work in the art show and all sales are processed by Bubonicon, Inc. the artist is also exempt from collecting NMGRT. Please note that private sales conducted by artists outside of the Bubonicon art show may be subject to NMGRT. Sales in the Bubonicon art show are income as defined by the IRS and the artist is responsible for reporting and paying any state and federal income taxes.



We are providing:

- Art show staff members will be on site at all times while the show is open to the public.
- Assistance in setting up/hanging your art to produce the best, eye-pleasing display.
- Sturdy, high-visibility pegboard flats for display. (Each panel is 3.5' wide × 7' tall, useable space is 3.5' wide × 5' tall since we try to leave the bottom 2' unused.)
- Draped, sturdy tables. (Tables are typically 1.5' × 6'.)
- Enclosed acrylic vertical display cases. (Suited for jewelry, miniatures and sculptures up to 6" tall, space is very limited.)
- Strong, accessible 'browsing bins' for art consigned to the Print Shop. (Bins can hold art up to 18" × 24".)
- Pegboard hooks and clips to hang art.



Bubonicon Art Show Paperwork



All forms, in Adobe Acrobat PDF format, are located on the convention's website: <http://www.bubonicon.com/>. The forms may be filled out electronically; or, blank forms can be printed out and filled out by hand. **Please note that the PDF reader provided by Apple for their computers will not read the interactive PDF forms.** Download the Adobe reader or use the non-fillable forms and enter the data by hand.

All control sheets filled out electronically will automatically transfer relevant data to the appropriate label/bid sheets. If filling out the forms by hand TYPE OR PRINT NEATLY, if we can't read it, we won't hang it. All information on the bid sheets and print shop labels must EXACTLY match the info entered on the corresponding control sheets. Again, art with mismatched or unclear info will not be displayed.

Prices for art must be in whole dollar amounts only. Any coinage entered on manually filled-out forms will be rounded DOWN to the next whole dollar.

Once complete, **all forms must be printed out.** Bid sheet/labels must be attached to your art. All other paperwork must accompany your artwork. We have no mechanism in place for accepting paperwork electronically. Art arriving without complete paperwork and fees will not be displayed.

No changes will be allowed to any pricing information once paperwork has been submitted. Please double check all information to make sure it is correct before handing/mailling things in.



Mail-In Entry Specs:

We start accepting mail-in entries (with all paperwork and fees) on July 5, 2017. Please do not ship packages before this date. Art must **be received by Monday, August 21, 2017,** to be displayed.

Include all of the following in your shipment:

- ALL completed paperwork.
- Artwork with bid/print labels ALREADY ATTACHED unless special arrangements have been made.
- A check/money order for ALL fees and ENOUGH return postage to cover the return of every piece of art sent. **Only U.S. drawn funds are accepted.**
- Any special instructions, promotional materials, and/or bribes for the Art Show staff's sweet teeth...
☺
- We request that an email be sent notifying the Art Show Coordinator(s) that art has been shipped.

Remember, packaging needs to be sturdy enough to survive TWO shippings (coming and going). 3-D art should (ideally) be individually wrapped in bubble-pack or Tyvek.

Unless otherwise requested, artwork will be returned via USPS Priority Mail with delivery confirmation.

Artwork sent without payment for return shipping will be considered the property of Bubonicon until sufficient funds are provided for its return, either by the subtraction of the necessary amount from any sales the artist may have made at the show, or in the form of an additional check. Unused return postage in excess of \$5.00 will be refunded to the artist.

Fees unaccompanied by artwork will not be refunded. (They will be added to the Art Show Chocolate Fund... ☺)

Unsold pieces are usually shipped back within 2 weeks following the convention. Payouts and any applicable prizes are usually shipped separately within 30 days of the convention. For your convenience, we have included a pre-printed, cut-out address box on the last page.



Miscellaneous:



Any artist with a **3-day Bubonicon pass** will have his/her **Art Show Registration Fee waived upon presenting their convention registration badge to the Art Show Coordinator(s)**. (But **DO NOT** bother the folks at Registration about this! This perk is only valid from Art Show Coordinator(s)!) Hanging fees still apply.

No hanging fees are charged for pieces consigned to the Print Shop; however, commissions still apply and a maximum of 50 prints per artist are allowed to be entered.

All items in the Silent Auction are saleable at the minimum bid. We do not recommend putting e-Bay-style 'strategic' low minimum bids on your work. We do not send multi-bid items to a verbal auction: We recommend covering your 'overhead' (shipping and material costs, etc.) with minimum bid amounts and using the Quick Sale figure as your 'ideal' asking price.

Art show patrons may pay for artwork at the convention using credit cards. Bubonicon believes this increases both the number of pieces sold and the average sale price. However, credit card usage fees necessitate a 16% commission. A summary of the art show sales from previous Bubonicons may be found on the convention website.



Set-Up and Take-Down:

Art Show set-up begins at noon on Friday, August 25, 2017.

Walk-in entries will be accepted no earlier than 2:30 pm Friday at the discretion of the Art Show Coordinator(s). Saturday or Sunday entries require the approval of the Art Show Coordinator(s).

NO displayed art will be removed from the show before 3:00 pm Sunday, August 27, 2017, without the approval of the Art Show Coordinator(s). Print Shop sales can be taken at the time of purchase.

Unsold walk-in entries **must be picked up by 5:00 pm Sunday** or they will join under-funded mail-in entries as the property of Bubonicon until monies are provided to bail them out.

NO artwork will be hung from, taped on, or tacked to the walls of the hotel. At best, violators will be charged by the hotel for any damage to hotel property.



Security:

NO CAMERAS will be allowed on the gallery floor. Any UNAUTHORIZED photographers will be escorted out of the Art Show. Repeat offenders may be banned from the Art Show. The only exceptions are artists documenting their own displays, and PRE-APPROVED/authorized news media coverage. Staff will be present in both cases to safeguard other artists' rights and property.

BAG-CHECK: Bubonicon's Art Show operates a bag-check to help prevent theft, damage, and unauthorized photography. No purses, packs or bags of any kind will be allowed on the gallery floor. Bubonicon reserves the right to refuse entry into the show to anyone who will not surrender a bag large enough to be an issue.

NO STORAGE: Personal possessions, portfolios or other paraphernalia will not be stored in the Art Show room without permission of the Art Show Coordinator(s). Orphaned items will be placed in Bubonicon's general Lost & Found at the end of each day. Bubonicon does not accept any responsibility for storage items left without approval on the Art Show premises.

Staff will be in attendance during all open hours. The Art Show room will be locked when not open to the public.



Special Art Show Challenge



Every year the Bubonicon Art Show awards a special Art Show Staff pick for the best use of the convention theme – the highly coveted “Beast of Show” Award! We are encouraging all Bubonicon artists to try their hand depicting the theme using the convention mascots – Perry and Terri Rodent. This year’s convention theme is: **“Back In Time (Time Travel).”**

And in addition to displayed glory and potential prizes, your special-themed (and other) Perry Rodent art can become a (sadly, royalty-free) part of Bubonicon History, too! If you’d like to have your work added to the Perry Rodent Art Archives, simply provide the Convention Chair(s) or Art Show Coordinator(s) with a good jpeg or clean photocopy for 2-D work, and a clear, detailed photo for 3-D pieces sometime over the convention weekend.

Bubonicon
Attn: Art Show
933 San Mateo Blvd. NE
Ste 500-208
Albuquerque, NM 87108

Use this handy cut-out label to save some time!