



ARTIST APPLICATION

56th Annual Holiday Show: The Art of Giving “An International Holiday” November 28 through December 23, 2019

Call to Artists

LeMoyne Arts is seeking artists and fine crafters to fill the gallery with original pieces to delight the hundreds of guests that visit the Holiday Show to find that unique gift. Our goal is to increase sales of artisan-made items. We welcome you to be a part of this Tallahassee tradition that transforms LeMoyne Arts into a winter wonderland visited by hundreds of art lovers of all ages.

The LeMoyne Arts Annual Holiday Show has been a tradition for over 55 years, and we are excited to inform you that this year we are going in a new direction. For 2019 our theme will be “An International Holiday” and we are encouraging artists to create pieces inspired by other cultures and countries. There are unique holiday celebrations that are deeply rooted in other cultures and holiday traditions vary greatly around the globe. We’re eager to create a diverse and immersive exhibit in 2019 with an educational twist. The purpose of the exhibit is to enhance visitor experiences and to educate by illustrating diverse backgrounds and perspectives through your work! Share with us the distinct ways traditions and celebrations can be interpreted through art.

Examples of entries could be works inspired by holidays in various places such as: African (Kwanzaa); Israel (Hanukkah); Spain (Tres Reyes/Three Kings day); Russia, England (Boar’s Head Feast); France, Belgium, Switzerland, Quebec, Lebanon, UK (Yule log); Jamaica (dance); Mexico (pinata); Germany (traditional trees, Kris Kringle), etc.

Terms and Conditions

1. Timeline:

- This application with images is due by **5PM, Friday, Oct 11, 2019**
- Acceptance notifications will be emailed to you by **Friday, Oct 18, 2019**
- Final inventory lists are due via email to holidays@lemoyne.org by **5PM Friday, Oct 25, 2019** (\$25 fee for all handwritten lists submitted. Templates are available on our website <https://www.lemoyne.org/annual-holiday-show.html>)
- Barcode stickers will be available for pick up at LeMoyne Arts **10:30AM – 5PM on Friday, Nov 8, 2019**
- Merchandise and W-9 form drop off is between **10:30AM - 5PM, Nov 9th – 16th, 2019**
 - If special arrangements are needed please contact staff **24 hours in advance** at 850-222-8800.
- Unsold work must be picked up between **10:30AM & 5PM, Thursday, Jan 2 – Saturday, Jan 5, 2020**. Unsold items not picked up by **within 30 days after the given pick up dates**, will be considered a donation to LeMoyne (unless other arrangements are made in writing with staff, in advance of deadline.)

2. Applicants must be at least **18 years of age**.

3. Accepted applicants agree that LeMoyne may use images for advertising purposes.

4. LeMoyne Arts reserves the right to not accept work that does not meet the vision and goals of the Holiday Show for quality and diversity.

5. **Trademarked or copyrighted images will not be accepted!** Ex: FSU logo, Disney characters, etc.

6. Artists are encouraged to create new and exciting work to keep the Holiday Show fresh and unique.

7. **Artwork: Accepted artists are encouraged to create the following:**

- At least six (5) items priced \$30 or less
- One (1) 8” x 8” canvas between \$50 and \$150. **LeMoyne will provide the canvas and artist will set their price.**

Participants **may** also (but are not required to) submit:

- Additional items priced \$30 or less (no more than 50 initially; LeMoyne will contact artist to restock)
- Up to twelve (12) mid-range pieces priced up to \$250
- One (1) show piece, any price, representing your best work, sized no greater than 30" in any dimension.

Items should be designed and priced for holiday gift giving. Artists are responsible for pricing their own work. Items priced below \$250 (retail) are encouraged, with items between \$35 & \$100 (retail) selling best. LeMoyne Arts will be restocking on a regular basis, so if your work sells well please be prepared to provide more, if possible. You will be contacted by a LeMoyne Arts representative to arrange a time for delivery.

- Due to lack of storage space, boxes will not be saved after delivery to LeMoyne Arts; any display materials brought to LeMoyne Arts must have artists' name and contact information attached for it to be returned.
- LeMoyne Arts curates the gallery space and makes final decisions regarding how work is displayed.
- **Donated items are welcome!** (we will supply an in-kind form for tax purposes.)

8. **All art work must be for sale.** We will not accept items listed "not for sale."

9. **Artist agrees not to hold LeMoyne Arts responsible for any damage in the event of loss or breakage.**

10. Accepted artists are invited to provide a bio &/or artist statement, approximately 100 words or less, along with your photo. Providing background info is a great way to boost sales as visitors are more likely to buy an item with a story behind it. Email this information, along with your final inventory list to holidays@lemoyne.org. LeMoyne handles the posting, editing, and collecting of artist biographies. If you choose to send these items, please send them in conjunction with your final inventory list after being accepted.

11. Inventory list **must** be sent electronically in Excel or Word to holidays@lemoyne.org. Artist submitting hand-written, printed, or scanned copies will be charged a \$25 transcription fee. Templates are available on our website <https://www.lemoyne.org/annual-holiday-show.html>

12. Artist will be responsible for tagging their own artwork with **LeMoyne Arts barcoded labels**, which will be available for pick up at LeMoyne Arts on **Friday, Nov 8, 2019**. **Non-LeMoyne** labels are **not** acceptable. **Only** the artist's name may be attached to each work. The entirety of the item name and artist name may or may not fit on our barcoded labels (in either case we invite you to attach your name.) Along with your work you must bring a copy of your W-9.

13. Work and W9s must be delivered to:

LeMoyne Arts
125 N. Gadsden Street
Tallahassee, FL 32301

14. LeMoyne Arts consignment is a 50/50 split; this is non-negotiable.

LeMoyne Arts earns their consignment percentage by:

- Providing space to display works of art, including absorbing cost for closing galleries for one month prior for preparation installation.
- Covering all costs associated with marketing the work in the Holiday Show. Including but not limited to: print advertising in newspapers & magazines; paid advertising; web advertising; public service announcements; promoting the show and sale items via social media outlets. Creating & sending promotional E-blasts to over 3,000 individuals, and mailing invitations to over 800 people, including local, regional and national media.
- Organizing and covering all expenses associated with opening night.
- Curating the gallery and building displays for the show's sale items to create an enticing shopping experience.
- During the Holiday Show, LeMoyne Arts staff will serve as the artists' representative by handling sales and all organizational aspects.
- Paying merchant fees associated with credit card purchases.
- Absorbing member discounts on all sales.

15. Artists will be paid within a three-week period of a sale and provided with a list of sold inventory with every payment.



2019 Holiday Show Artist Application

I agree to the terms and conditions previously listed for participation in the LeMoyne Arts Holiday Show.

Artist Signature

Date

Printed Name

Email

Phone

Mailing Address

Form submission payment: \$30 for members; \$40 for non-members

To become a member email membership@lemoyne.org
or visit

<https://www.lemoyne.org/membership.html>

Email application and images to: holidays@lemoyne.org
OR

Send application via post to:

**LeMoyne Arts 2019 Annual Holiday Show – 125 N Gadsden Street – Tallahassee, FL 32301
(application materials will not be returned to sender)**

For further information, call 850-222-8800 or email holidays@lemoyne.org

For office use only:

Date received: _____ Check# _____ Trans# _____

Date cc ran: _____ W-9 received _____

Application approved by: _____