

Art Show Info Packet



If you are interested in participating in the Art Show, please be sure to read the entire Art Show Info Packet for all of the details regarding our rules and guidelines. Should you have any questions whatsoever, please email Art Show staff at artshow@animeconji.org

A MESSAGE FROM THE ART SHOW DEPARTMENT HEAD

Welcome to the Anime Conji art show. We'd like you to invite you to put your artwork in our show. We are an established convention in San Diego, sponsored by the San Diego Speculative Fiction Society. The convention will take place March 16 to 18 of 2011, at the Town & Country Resort in Mission Valley. You do not need to be a member of the convention to have artwork in the show, but you do need one if you are planning to attend and do anything more than just hang & take down your artwork. Our show is being run by an experienced crew with more than a few art shows under their belt, and full accounting will be provided to all artists who sell artwork. There are just a few rules, all of which are for your safety and protection!

Glen Wooten
Art Show Department Head

HOW TO GET UPDATES REGARDING ART SHOW

The best tool that we use for our convention for art show updates is the Art Show page on our website. This page will always have the most up-to-date version of the rules/guidelines. We will also have a mailing list run by the Art Show coordinator so that he can easily contact you about Art Show announcements.

To sign up for the mailing list, simply email us at artshow@animeconji.org and let us know that you would like

to be added to the art show mailing list for Anime Conji 2012. Please include your name and email when you contact us, so that we can put your information in our system. We will email you confirmation after we add you to the mailing list.

Please check our website as often as you would like at www.animeconji.org. This is the MAIN SOURCE of our information for the Art Show. You may see posts about the Art Show on Face-

book and Twitter, but the website is where you want to get the official information from.

If you do need information that you can not find on the website or in your emails from us, please feel free to email us with any comments, questions, or suggestions before the convention. We will usually get back to you within no more than a couple of days!



HOW TO REGISTER FOR AN ART SHOW PANEL/SPACE

Registration this year should be fairly easy compared to the previous years, since we finally have an online registration system this year! Please follow the instructions below to register for your art show space:

1) REGISTER ONLINE

Art Show registration will open on December 1st, 2011 at 7:00PM Pacific Standard Time. At this time, you can go to our website at www.animeconji.org to fill out the online registration form ([animeconji.org](http://www.animeconji.org) > exhibits > art show > art show online registration). Fill it completely, and hit the submit button. Please note that you must be 18 years of age or older AT THE TIME OF THE CONVENTION in order to participate in the art show.

2) PAY FOR YOUR SPACE

If there are spaces still available in the art show, we will email you a Paypal invoice, which will include your space number that we have chosen for you. You MUST pay for your space within 3 days of the invoice being sent to you.

3) GET EMAIL CONFIRMATION:

Once we receive payment for your table/panel space, we will send you an email confirmation stating that you are 100% registered in the art show. At this time, you are in for 2012!

4) BUY YOUR BADGE

You are not required to be at the convention to participate in the art show. However you may pre-register for a badge at www.animeconji.org if you are going to come to the convention.

After steps 1-3 above are completed, you can consider yourself fully registered and ready for Art Show Check In at the convention!

Please go to Page 4 of this Art Show Info Packet to read about Art Show Check In at the convention.

INSIDE THIS ISSUE

How to Get Updates Regarding Art Show	1
How to Register for an Art Show Panel/Space	1
Exhibit Hall Map & Art Show Prices	2
Art Show Rules/Guidelines	3
How to Check In for Art Show	4
Art Show Hours	4
Art Contest Information	4

EXHIBIT HALL LAYOUT (Located in the Pacific Ballroom) & ART SHOW PRICING

EXHIBIT HALL MAP

(Golden Ballroom)



Art Show pegboard panel (approximately 4 x 4 ft.): **\$15.00**

Art Show 1/2 table space (approximately 3 ft x 2.5 ft): **\$15.00**

***Please note that you may purchase no more than 2 tables/spaces for yourself for the Art Show**

***Please note that all invoices for Art Show spaces must be paid using Paypal online. No other forms of payment will be accepted.**

ART SHOW RULES/GUIDELINES

- 1) All art show participants must be 18 or older.
- 2) All spaces are limit 2 per person. You can have 2 panels, 2 half tables (making a full table), or one panel and one half table. If you feel you need more, you can make a request and we can try to accommodate you if there is still space when the show opens.
- 3) Spaces are \$15 each. This applies for the full pegboard spaces (4x4 feet) as well as the half table spaces (3x2.5 feet). Payments are received via Paypal only.
- 4) A 10% commission will be taken on all sales. We take care of the sales tax, of course.
- 5) Please take into account the amount of artwork you wish to send when making reservations . If you get 2 panels and send enough artwork to fit onto 4 panels, you will be limited to only 2 panels...meaning some of your artwork will not be hung.
- 6) Art show space can not be reserved until payment is made. When you apply via email for an art show space, we will make sure that we have a space available for you, and will send you a Paypal invoice for the space. Please pay for your space within 3 DAYS of the date that the invoice was sent in order to reserve your space promptly.
- 7) All artwork must have accompanying paperwork with it (that is, control and bid sheets). All artwork must have the artist's name, title, and the control number on it in some manner (In case the art gets separated from the bid sheet). Control and bid sheets MUST be legibly printed, and completely filled out (if we can't read your writing, then we can't send you a check - neither one of us wants that).
- 8) Mail-in artwork will be accepted, but be certain to send a check for return postage along with the artwork for at least the amount it cost you to send it to us. If you do not send money in for return postage, the amount will be deducted from sales (if any). If you make no sales, we will contact you, and make arrangements to ship your artwork back to you. Money collected for return mailing that is not actually used will be returned, of course. Please send your artwork in a box that will be suitable for shipping it back to you.
- 9) All mail-in artwork must be received by March 9 - artwork arriving after that date cannot be guaranteed to be in the show. Please be sure to send your artwork in plenty of time - artwork that arrives after the show can't very well be in the show (don't laugh - it's happened). All mail-in artwork must be sent to: **Anime Conji Art Show, c/o Glen Wooten, Post Office Box 1376, Lemon Grove, CA 91946-1376**
- 10) If you need to send the artwork via UPS, DHL, Airborne Express or FedEx, please contact me at artshow@conjecture.org and we will arrange a shipping address.
- 11) Ours will be a show for the whole family, so that means the artwork is limited to PG-13 - no adult artwork will be allowed. Also, no artwork may defame or libel any person, fictional or copyrighted character. If you are in doubt about any piece, contact the art show director - his judgment is final on all matters.
- 12) Once artwork is checked in, it cannot be removed or modified (changing a piece for sale to NFS, etc...) without the art show director's permission. If you will need to leave before the show is over, please see the director to arrange a special time to check out. Unsold art cannot be taken from the show before the auction is over without permission from the director. Unsold artwork that is left after the art show has broken down on Sunday (excepting mail-in art, of course) will be considered abandoned, and will be dealt with at the art show director's discretion (translation: Pick up your unsold art!)
- 13) To protect your artwork, please mount it carefully. Artwork that is not mounted properly cannot be accepted in the show (for liability reasons). Unless hanging devices are already on the artwork, bulldog clips will be used to mount the artwork to the pegboards. If you have framed artwork (no glass, please), be sure to provide a hanging wire (nail hangers will not work on the hooks). If your artwork cannot be hung safely, we will not hang it. While we will take every care with your artwork, we cannot provide insurance on it ourselves - check with your homeowner's or renter's policy to see what protection they provide. If you're shipping 3-D artwork - PLEASE pack it carefully! Pack like you expect the shipper to drop the box a few times - they will! To safeguard your copyright, no use of visual recording devices (cameras or camcorders) will be permitted in the art show.
- 14) Quick sale will be allowed in our show, so be sure to price your pieces accordingly. Remember not to make the quick sale price the same as minimum bid - you'll guarantee that you won't sell them for more than minimum that way. And be sure to note: the minimum bid is the minimum you will take and be happy with. We do not recommend pricing your work low with the idea that someone will certainly bid it up - they might not have the same idea you do. Sale for minimum after the auction will be allowed - you have the option to opt-out of it if you wish. 4 bids will take a piece to the voice auction. Prints may be sold in the art show, as long as there is only one print of each unique piece.
- 15) When the show is over, we will mail artwork back as soon as possible, and begin processing the art show paperwork. We shall try to have checks out to artists within 3-4 weeks after the show...sooner if possible.

“Art show is a great way to display your artwork at the convention. However, feel free to register for the Artist Alley to sell your art at the convention as well!”

“Remember that you DO NOT need to have a CA Seller's permit to participate in the Art Show”



**Not sure about something?
Just shoot us an email at
artshow@animeconji.org**

HOW TO CHECK IN FOR THE ART SHOW

WHAT TO BRING:

Please bring the following with you when you check in:

- Your artwork!
- Government Issued Photo ID
- Printed email/receipt for art show registration
- Your own display materials (if you wish!)

WHERE TO GO:

Come to the BACK of the Pacific Ballroom on Friday morning anytime between 9am-11am to check in for the art show. Bring all of your paperwork and have it **in hand** when you check in. If you have everything prepped and ready and in hand then the check in process will go smoothly and quickly for everyone!

WHAT YOU GET:

We will ask you for your ID first to verify who you are. After this, we will have you sign in, and give you a copy of the most up-to-date Art Show Info Packet.



Make sure to have all of your paperwork ready and in hand at the convention when you check in! This will make everything easier for both you and Art Show staff!

ART SHOW HOURS

SETUP HOURS:

THURSDAY: N/A
 FRIDAY: 10am-12pm
 SATURDAY: 10am-11am
 SUNDAY: 10am-11am

PUBLIC HOURS:

THURSDAY: N/A
 FRIDAY: 12pm-7pm
 SATURDAY: 11am-7pm
 SUNDAY: 11am-4pm

BREAKDOWN HOURS:

THURSDAY: N/A
 FRIDAY: 7pm-8pm
 SATURDAY: 7pm-8pm
 SUNDAY: 4pm-5pm

WANNA WIN A FREE ARTIST ALLEY TABLE FOR ANIME CONJI 2013?

Participate in the Anime Conji 3rd Annual Art Contest!

THIS YEAR'S THEME IS JAPANESE MATSURI FESTIVAL!

- All submissions must be turned in via email to exhibits@animeconji.org no later than midnight on January 31st, 2012.
- All artwork must feature one or more of our Anime Conji mascots!
- After we receive your submission we will email you confirmation that we received your artwork. If you do not receive email confirmation from us, it means that we did not receive it. So if you do not hear from us, then please try to email it again and check your email to make sure that it was sent successfully.
- All art pieces must be 8.5 x 11 inches in size (preferably at least 300 pixels per inch minimum). They can be black and white, colored pencil, digitally colored, or whatever medium you choose to use!
- Winners will be announced on March 1st, 2012 on our website at www.animeconji.org



Grand Prize Winner

- Wacom Bamboo Fun Drawing Tablet
- Free badge for Anime Conji 2013
- Artist Alley full table for Anime Conji 2013

Second Prize Winner

- 3 Copic Marker Sets (Muted, Primary, and Skin colors)
- Free badge for Anime Conji 2013
- Artist Alley full table for Anime Conji 2013



Third Prize Winner

- Copic multiliner pen set
- Free badge for Anime Conji 2013
- Artist Alley full table for Anime Conji 2013



"We want to see our artists work throughout the whole year, not just at the convention itself! We want all of our artists to have fun with the con well before we even have it! So we made the art contest so that people could have some fun as well as win some great prizes!"