

CALL TO ARTISTS

20th Anniversary! Encore Art Sale And Celebration of Creative Expression April 26 & 27, 2019



Donna Spencer

It's our 20th ANNIVERSARY and we're going to CELEBRATE! We are so stoked about this year's event, we can hardly contain ourselves! Our Feature Artist is Lacombe based ceramics artist Donna Spencer, whose works are unique, beautiful and unlike any other works you will see. Donna is a Lacombian, and multi-talented artisan & volunteer at our past sales. We are very proud to have her as our 20th Anniversary Feature Artist.

The Lacombe Tradeshow runs the same weekend, which is wonderful for the Art Sale. When our event shares the same dates as the trade show, it brings many, many more buyers to the Art Sale. We have more special events planned including a Friday night artist paint-off with five of our artists painting in the four corners & center of the hall to keep shoppers circulating through the booths, live music, and sip & shop. For this sale we will also be staying open until 9 pm on Friday night, which gives you one more hour of sale time. Saturday we will take a few minutes at 4pm to present our Endowment Awards to the Student Art Award winners and Endowment Fund winners.

Event Schedule:

| <u>Friday, April 26</u> | <u>Saturday, April 27</u> |
|--|--|
| 8 a.m. – 11:30 a.m. set up | 11a.m. – 5 p.m. Exhibit & Sale |
| 12:00 p.m. – 1 p.m. Exhibitor Luncheon | 2 p.m. – 4 p.m. Sip & Shop |
| 1 p.m. – 9 p.m. Exhibit & Sale | 4 p.m. Endowment Award Presentations |
| 5 p.m. – 8 p.m. Sip & Shop | 5 p.m. – 7 p.m. Tear Down - no early pack up |
| 7:00 p.m. – 8:00 p.m. Artist Paint Off | |
| 9 p.m. Event closes for the evening | |

We will provide:

- One 10' wide x 8' deep exhibit space per exhibitor with an 8' long table and one black tablecloth. (some booths may need to be altered slightly due to building restrictions)
- Advertising for the event (posters, post cards, radio, social media, newspaper etc.) We use \$3,000 in radio advertising with Sunny 94.1 and CKUA!
- A brochure of all the artists in attendance, their website addresses and a short bio about each artist.
- Debit, & credit card processing – a 2% fee is charged for this service.
- Security Friday night,
- One complimentary luncheon ticket per booth for Friday's Artist Luncheon at noon. If you have helpers, or are sharing a booth, extra luncheon tickets can be ordered on this application form for \$12 per person.
- Please let us know if you have any special dietary requirements (gluten free, vegetarian etc.),



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Artist Guidelines - please read as some may have changed

1. This is a juried show. Three to five photographs of current works and one photo of your booth are required or your application will not be accepted. These details are necessary for the jury selection process, and for placement of artists at the show. We strive to place artists in complimentary spots in the facility, and knowing how you plan on displaying your art assists us in this process. Please send us no more than 3 to 5 current photos, and not your brochures, as we will be using one of your photographs in the art sale brochure.
2. Two to three sentences to describe your work for inclusion in the brochure.
3. All information (photos, descriptions, application) may be submitted via disk/thumb drive or hard copy with your entry fee. If you submit a hard copy, please also e-mail us your photos as we will use one in the art sale brochure.
4. The majority of the work must be original work completed by the exhibitor. New works are highly encouraged to keep the event fresh and inviting to the public.
5. All walls brought by the exhibitor must be finished or tastefully covered on the back side so that they do not detract from the exhibitors next door. Artists must provide their own wall coverings - tablecloths from the event are not to be used for this purpose.
6. We strive to present a professional event, therefore outdoor tents and canopies are not to be used in Centennial Hall. Booths not meeting these standards may be refused the day of the event.
7. Exhibitors will not be accepted unless payment in full is received with the application. **Applications must be received by February 28, 2019 at noon**, and successful applicants will be notified of acceptance by March 15th. Cheques will be deposited the week of March 15th, 2019.
8. Electrical power will be available on a limited basis and must be ordered with your application form. Requests for electricity at the show may not be possible. Exhibitors are responsible for bringing extension cords, power bars and lighting.
9. Artists are welcome to share a booth. Pictures of each participating artist's works are to be submitted.
10. Artists may begin set up on Thursday, April 25th, from 2 - 5pm. The room is locked, however there is no security Thursday night.
11. Exhibitors are asked to assist in the promotion of the event. We will provide postcards & posters with your acceptance letter. More postcards are available by contacting Maureen at 403-782-1258. If you use social media, be sure to follow & re-tweet @EncoreLacombe and the event on the City of Lacombe Facebook page.
12. The organizing committee reserves the right to reject any items they consider offensive for a family audience.
13. The organizing committee is not responsible for injuries, damage or losses to exhibitors or their goods.
14. We encourage you, whenever possible to be creating in your booth. This often draws people in to watch you work, and also gives you an additional opportunity to chat with potential buyers.



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Booths: applications close February 28, 2019 at noon

| | |
|----------|--|
| Name: | |
| Address: | |
| Phone: | |
| E-Mail: | |
| Website: | |

Description of your work. Medium(s) used:

| | | |
|--|---|--|
| Will you be creating in your booth? | <input type="checkbox"/> y <input type="checkbox"/> n | |
| Are you bringing walls? Height _____ | <input type="checkbox"/> y <input type="checkbox"/> n | |
| Do you require power? | <input type="checkbox"/> y <input type="checkbox"/> n | |
| 8' table & table cloth | <input type="checkbox"/> y <input type="checkbox"/> n | |
| # of extra tables/cloths required: | | |
| Special meal requirements: (gluten free, allergies) | | |

Fees - same price as 2017!

| | Cost per | Number Required | Total |
|---|---------------------|-----------------|-------|
| 10' x 8' Booth | \$145.00 (incl gst) | | |
| Power | \$10.00 | | |
| Additional Tables 6' or 8' | \$10.00 each | | |
| Additional table cloths | \$ 5.00 each | | |
| Extra Luncheon Tickets <i>1 luncheon ticket is included with your booth</i> | \$12 each | | |
| Total Fees Due: | | | |

Checklist: Application: Entry Fee Artwork Photos Booth Photos Description for Brochure
 Extra Lunch tickets ordered

RELEASE AND INDEMNITY - PLEASE READ CAREFULLY

Due to my desire to participate in the Lacombe 2019 Art Exhibit and Sale at the Lacombe Memorial Centre, I am assuming all risks and hazards which may happen while taking part in the activities. I release the City of Lacombe and all its staff, supervisors and volunteers of any claim, which I may have as a result of participation or damage or losses to myself and goods. Payment of fees, either in person or by agent is an acknowledgment of any and all risks involved in the activities and a waiver of any claim.

I understand that City of Lacombe staff will be circulating throughout the show to take photographs for future promotional purposes, and hereby give my permission for them to do so.

Name : _____ / _____ Date: _____
Signature Print Name

Please submit this application form along with your cheque to:
City of Lacombe Recreation Services | 5432 – 56 Avenue, Lacombe, Alberta T4L 1E9
For information call 403-782-1258 or 403-782-1266 | Fax: 403-782-5655
E-mail: mmackenzie@lacombe.ca



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Our event is family friendly and held in the Lacombe Memorial Centre, which is a stunningly beautiful location for the sale. Here are just a few of comments received during past shows:

- We were both so thrilled with public's response, and your whole team's response and helpfulness during the Art Show this year. We were overwhelmed!
- Nice to recognize that art is not restricted to something that hangs on a wall or sits on a shelf. Great food, beer fabulous, great community builder.
- Thank you so much for such a wonderful event. Your organizing is commendable. The food, music & help of volunteers is exceptional.



Created by Feature Artist Donna Spencer

The personal information that you provide to the City of Lacombe is collected under the authority of the *Alberta Freedom of Information and Protection of Privacy (FOIP) Act* – Section 33(c). The information will be used for the Encore Art Sale and Celebration of Creative Expression only. Collected personal information is protected from unauthorized access, collection, use, and disclosure in accordance with the *FOIP Act*, and can be reviewed and corrected upon request. Questions regarding the collection of personal information can be directed to: FOIP Coordinator, City of Lacombe, 5432-56 Ave, Lacombe, AB T4L 1E9, 403-782-6666 or 403-782-1281, foip@lacombe.ca.