

Art Show Guidelines

1. All Artists/Agents/Owners must be registered with the convention. Mail-in Artists/Agents/Owners are required to send a **non-attending fee of \$15.00** which should accompany their Art Show registration. We will accept U.S. checks or U.S. money orders made payable to "Farpoint Enterprises." Prior to the convention, we will only accept payment by Master Card or Visa through our PayPal account (www.paypal.com). Our e-mail address for sending funds is FarpointEnt9365@gmail.com. Make sure that in the message block you indicate you are an artist registering for Art Show and give us a breakdown of what you're sending (\$____ for registration fee, \$____ for return shipping, etc.). At the convention we will accept Master Card, Visa, American Express and Discover.
2. If artwork or prints are being handled by an agent, we will require a letter authorizing that agent to display and pick up your unsold artwork or prints. The authorization letter must include a name and address indicating to whom and to where we should send the check for any artwork or prints sold.
3. **We request all artists pre-register by January 20, 2024 so we can determine space allotments.** To pre-register, simply send an e-mail to artshow@farpointcon.com with your name, address, whether you are a mail-in or an attending artist and how many panels and/or tables you will require. No control sheet is required until you send us your art. Mail-in artists can send us the non-attending fee and return shipping costs in advance (we won't say no to money!) or they can send it when they send in their art. **IF YOU DO NOT PRE-REGISTER, WE CANNOT GUARANTEE WE WILL BE ABLE TO PROVIDE THE SPACE YOU REQUEST.**
4. **Due to space considerations, we will limit the amount of art we can display:**

2D art (art displayed on panels)	-	30 PIECES OR NO MORE THAN 3 PANELS
3D art (art displayed on tables)	-	15 PIECES

If you'd like to bring/mail in more than the above, you are welcome to do so. However, please list your pieces on your Control Sheet in order of preference in case we cannot display them all.
5. MAIL-IN ART MUST BE RECEIVED BY **January 26, 2024** AT THE ADDRESS BELOW OR WE CANNOT GUARANTEE IT WILL BE DISPLAYED:

**ATTN: Farpoint Art Show
c/o Cynthia Woods (for H. Mikkelsen)
7876 Cheverly Lane
Glen Burnie, MD 21060**
6. Mail-in art must include **full** return shipping with the artwork. Please include shipping information with your registration (to what address, how much insurance, what carrier, etc.) We will accept prepaid labels, prepaid accounts, U.S. checks or U.S. money orders made payable to "Farpoint Enterprises." **To use Master Card or Visa, you must send the money to our e-mail account via PayPal (See #1 above).**
7. As always, flat art or prints should be marked: "ARTWORK—PLEASE DO NOT BEND OR FOLD" and 3-D art should be marked "FRAGILE".
8. The Art Show will collect a 12% commission on sales. **There is no hanging fee for items entered for sale.**
9. All pieces must be titled, matted and/or framed. The Art Show will not be held responsible for inadequately protected art (i.e. improperly matted, not shrink-wrapped, etc.).
10. All pieces must have the artist's and, if applicable, the agent's name clearly labeled on the back.
11. Artwork containing graphic scenes (i.e., sexual acts, nudity, etc.) will be displayed in a secured area, designated as "adults only." This does not mean that this area will be completely removed from the main viewing room(s).
12. Signed and numbered prints (including hand-colored prints) will be allowed in the Art Show auction if: (A) "PRINT" is clearly labeled on the control sheet; (B) serial and series numbers are labeled on the print and the control sheet (i.e., 12 of 40 or 12/40); and (C) only 1 copy of a print series is displayed in the show for auction.
13. Attending Artists/Agents/Owners will be responsible for hanging their own artwork.
14. All artwork with seven (7) or more bids will go to the live auction. Artwork with six (6) bids or less will be sold to the highest of those bids (as of the close of the Art Show on Saturday) but at no less than the minimum bid requested by the artist.
15. **Commencing at the opening of the Art Show on SATURDAY, if a piece of artwork has no bids on it, it may be purchased for the Quick Sale Price listed on the Bid Sheet.**
16. Artwork not sold must be picked up during the time stated on the schedule.
17. Payments for artwork sold will be mailed out approximately two (2) weeks after the convention.
18. If a bidder does not pick up artwork, it will be returned to you with the name and address of the final bidder.