

## **34<sup>th</sup> Annual Holiday Printmakers' Sale and Exhibition Dec. 6 & 7, 2018**

*to benefit the Printmaking Area & Students, Center for the Visual Arts, Illinois State University*

This year's print sale and exhibition will be held in the **Intaglio Studio, CVA Room 123** on Friday, December 7, 2018, from 8:00 a.m. until 6:30 p.m. with a preview open to the public on Thursday, December 6<sup>th</sup> from 5:00 to 7:00 p.m. We encourage all Illinois State University Printmaking students, faculty and staff to participate in the exhibition and sale. Alumni are also welcome to participate.

**Artwork will be accepted for the sale in CVA 123 on Wednesday, Dec. 5<sup>th</sup> from 10:00 a.m. to 5:00 p.m. and Thursday, Dec. 6<sup>th</sup> from 10:00 a.m. to 12:00 noon.** The Artist's Agreement form must be completed and submitted with your artwork in order for it to be accepted and placed on display. Please fill in your name, address, and zip code on the Artist's Agreement form. **Please use the mailing address where you would like to receive any payment due to you as a result of the sale with consideration that the checks will be sent out during break.** The University will write checks from the proceeds after the sale. Twenty percent (20%) of all sales will be used to support the Illinois State University Printmaking Program. This donation will be deducted from the prices listed on the Artist's Agreement form.

All prints must be archival quality. Wrapping prints in acetate, clear cellophane, or shrink-wrap is not required, but is the best assurance that they will not suffer from handling by the public. Framed works are accepted, however, framing is not necessary. Each item should be marked clearly with the artist's name, title, price, and corresponding number from the list on the consignment form. Price tags must be securely attached—any price confusion resulting from price tags that have fallen off will be the responsibility of the artist. Please respect the printmaking classes in session on Wednesday and Thursday. Preparation of finished prints and paperwork should be accomplished outside of classes.

The print sale needs volunteers to function and patrons often like to meet the artist of work they select. Thus volunteering can be a way to network for future opportunities. You may include an artist's statement and/or biography (less than a page) with your forms. Unsold work may be picked up at the close of the sale **Friday, Dec. 8<sup>th</sup> at 6:30 p.m. and Monday, Dec. 11<sup>th</sup> from 11:00 a.m. to 4:00 p.m. in CVA 123.** Please make an appointment if another time is necessary (309-438-7530). Unsold work not picked up by Thursday, Dec. 13<sup>th</sup> without other contact for a later appointment will be disposed of at the discretion of the printmaking area.

Reasonable care will be given in the handling of the work during the sale. However, the printmaking area does not provide insurance against nor assume responsibility for loss or damage to submitted work. By participating in this sale and exhibition, the artist accepts the terms of the agreement.

### Participant's Check List:

1. Price all items and attach tags to work. If desired, wrap each item in acetate, clear cellophane, or shrink-wrap to protect prints from handling.
2. Fill out the Artist's Agreement consignment form, listing **each item on a separate line.** Multiple works of the same title **must** include impression numbers and designate each print on a separate line. **PLEASE INCLUDE THE PRINT'S NUMBER FROM THE CONSIGNMENT FORM ON THE TAG ATTACHED TO THE ACTUAL WORK FOR EASIER IDENTIFICATION.**
3. Fill out name and address information section to receive payment from the sale—checks should be sent out during break. Please use the address where you wish to receive payment at that time.
4. Submit artwork: **CVA room 123 (Intaglio), on Wednesday, Dec. 5<sup>th</sup> from 10:00 a.m. to 5:00 p.m. and Thursday, Dec. 6<sup>th</sup> from 10:00 a.m. to 12:00 noon.** A short statement/bio is **optional.**
5. Attend Print Sale & Exhibition and volunteer some time on Thursday, Friday, or both days.
6. Pick-up unsold artwork: **Friday, December 7<sup>th</sup> at 6:30 p.m. or Monday, December 11<sup>th</sup> from 11:00 a.m. to 4:00 in CVA Room 123.**