



November 12-13, 2011

## Hal-Con Sci-Fi, Fantasy & Comic Convention Art Show & Sale

artshow@hal-con.com

### General Information:

#### Artist Registration

Everyone displaying art in the art show must have at least a day pass. This applies no matter how your art is entered into the show, whether you bring it yourself or have an agent enter it. We will not be accepting mail-in art this year. You either have to attend or have an agent enter it on your behalf.

Note: due to limited space, the art panels are first come first serve. Please reserve your space ASAP.

The panels available are 4' x 8' and the tables available are 6' in length. Panel space can be purchased as full panel (4' x 8') for \$20 or half panel (4' x 4') for \$10. The table space can be purchased for \$15 for a full table and \$7.50 for half. Due to limited space we have a maximum limit of 2 full panels per artist or 2 full tables or a combination thereof (i.e. one panel + one table). In addition, Hal-Con charges a 10% commission on all art show sales.

#### Art Show Content

Due to limited space in the art show we do not have an 'adult' section. Hal-Con is a family-oriented convention and all art submitted needs to be accessible to all Hal-Con members. Anything that does not show explicit sex or violence should be acceptable for the main show; however, Hal-Con reserves the right to refuse any art which may be unsuitable.

#### Special Handling

Should you have a piece which needs special treatment, or is likely to present serious logistical problems with transportation within the Convention space or display, please contact us well in advance. We will do what we can to accommodate your art, but we need enough warning to do so!

### Preparing Your Art for the Show:

There are several important things that must be done to prepare art for the show.

- 1. Label your art.** Please put your name and the title of the piece on each and every piece of art you enter. This is crucial, because paperwork can get lost or confused in the rush of getting the show together and this is the only way we have of positively identifying a piece as yours. We will be verifying this when we register your art for entry into the show--please help us out by having labelled your art beforehand.
- 2. Mat or frame your art.** Unmatted art is so easily damaged that we cannot be responsible for handling or placing it in the show. Have your art matted or framed before you arrive at Hal-Con, as there will be no provision for doing so at the show. This includes putting a solid backing behind the art, so that it is more resistant to punctures and tearing. Unmatted art may be rejected if there is a danger of it becoming damaged.
- 3. Cover your art.** Ideally, you should have a transparent cover over the art. This is not a requirement; however, the more protection you provide your art, the less chance of it being accidentally damaged. We do our very best to avoid this, but art which is not covered is extremely vulnerable--please help us protect it by mounting and covering it well.

**4. Do Your Paperwork Before Arriving.** Everything you need is on the Hal-Con website, including art show submission form, control sheets and bid sheets. Print out enough control sheets and bid sheets for your use. If you do not have your paperwork filled out when you get to the show, you will not be able to enter your art in the show until it is completed.

Note: Control Sheets should be filled out in duplicate – one copy for the Art Show, one copy for the artist.

**5. Agents Must Have A Release Form.** Anyone acting as an agent for an artist must have a signed release from the artist stating that they are authorized to do so. Without this, we cannot accept art from your agent, nor can we release art to an agent without the form. We cannot make any exceptions to this rule.

**6. Check Out Unsold Art.** After the show is finished, any unsold art that remains, as well as any art that you are taking out of the show, must be picked up and checked out. This is to ensure that we know what has happened to all of the art, and so that you receive proper credit. If you do not check your unsold art out with us, then we cannot be responsible for any subsequent problems or questions regarding it.

## Art show procedures

**Early setup for the show begins Friday, November 11<sup>th</sup>**, as soon as the room is ready (approx. 6:30 pm)., and will run as late as possible or until all the art on hand is placed. Because the Convention is not open until Saturday, this will be a quick hang-and-run. We will also have the art room open at 9:00 am, Saturday morning for artist set-up. The art show will officially open for viewing at 10:00 am on Saturday morning, so anything you can do to have your art hung before then will be most appreciated. Art will not be accepted for hanging on Sunday.

**IMPORTANT--The last time to put art in the art show is Saturday at noon for it to be eligible for judging.** Those who failed for any reason to pre-reserve panels will be allowed to find space as they can on Saturday at 11AM and all pre-reserved panels not claimed by 11AM on Saturday are open for use by others. Anyone not pre-reserved will be allowed one panel, to be paid at the check-in desk in the art show. \*Unused pre-reserved panels will be refunded only if you ask at the check-in desk to have it noted on your control sheet. \*

The art show will be open on Sunday morning (from 9:00 am until noon, but that is not final) for last-minute sales and viewing, but we will *not* accept art on Sunday.

We will not be doing setup while the show is open, so please help us out by showing up early and getting as much done beforehand as possible. We will continue to accept art for the show up until 12 PM Saturday, but after then, we will not accept any additional art, so plan accordingly.

Bidding procedures are very easy; three bids send a piece to auction; fewer bids and the piece goes to the highest bidder. If a piece gets no bids, it will be returned.

Auction will be held on Sunday afternoon after the Art Show closes in a location to be determined.

## Mailing in your art:

Again, due to limited space, we will not be accepting mail-in art this year. We will revisit having mail-in art next year. Should you wish to comment or discuss, please feel free to contact us at [artshow@hal-con.com](mailto:artshow@hal-con.com)