

TIFFA SHOW GUIDELINES 2023

INFORMATION AND GUIDELINES FOR PARTICIPANTS

WELCOME AS A PARTICIPANT TO THE ANNUAL SHOW AND SALE.

SHOW LOCATION, DATES AND TIMES MALLORYTOWN TONY KALL PARK. 76 County Road 5.

SEPTEMBER 2023

FRIDAY	15th	1PM-5PM	5PM TO 7PM - OPENING RECEPTION
SATURDAY	16th	10-5pm	
SUNDAY	17th	10-4PM	

OPENING RECEPTION-

MALLORYTOWN, Community Center and Shed – Opening Reception Friday from 5pm to 7pm.

DISPLAY SET UP

WEDNESDAY **SEPT 13TH** – ARTISTS HELPING WITH SET UP CAN BRING THEIR ART ON SET UP DAY.

BIN AND CARDS WILL BE SET UP ON TABLES IN FRONT OF THE SHED THIS YEAR AS THERE WILL BE NO ART DISPLAYED IN THE MUSEUM. SPACE WILL BE LIMITED. OUR GUEST ARTIST **Mance Granberg**. HIS ART WILL BE DISPLAYED IN THE ENTRANCE TO THE COMMUNITY CENTER.

ARTIST REGISTRATION AND HANGING

ART AND EASEL DROP OFF FOR ARTISTS NOT HELPING WITH SET UP, WILL BE **THURSDAY SEPT 14TH**.

A SCHEDULE OF DROPPING OFF TIMES FOR ARTISTS WILL BE INCLUDED WITH THIS PACKAGE. IF YOU CANNOT MANAGE YOUR ASSIGNED TIME, GET IN TOUCH WITH **ALISON STOREY** TO SCHEDULE ANOTHER TIME.

TAKE DOWN –

ARTISTS WILL BE RESPONSIBLE TO REMOVE UNSOLD ART SUNDAY AT 4PM. NO ART WILL BE REMOVED UNTIL 4PM ON SUNDAY. IF YOU ARE UNAVAILABLE TO GET YOUR ART, PLEASE NOTIFY SOMEONE FOR ALTERNATIVE ARRANGEMENTS. VOLUNTEERS ARE NEEDED TO HELP WITH TAKE DOWN.

SHOW JOBS

A JOB ASSIGNMENT SHEET WILL BE DISTRIBUTED, IF YOU ARE UNABLE TO TAKE YOUR ASSIGNED SHIFT, YOU CAN CONTACT ANOTHER ARTIST TO TRADE SHIFTS, BUT YOU ARE RESPONSIBLE FOR ENSUREING YOUR SHIFT IS COVERED. WE HAVE 2 LOCATIONS THIS YEAR, THE COMMUNITY CENTER AND SHED. SHIFTS WILL BE MORNINGS AND AFTEROONS THIS YEAR. IT IS IMPERATIVE THAT ALL SHIFTS HAVE COVERAGE.

ADVERTISING AND PUBLICITY

EACH MEMBER WILL RECEIVE 2 OR 3 POSTERS AND 10 HANDOUTS EACH TO BE DISTRIBUTED IN THE COMMUNITY, IN ADDITION, WE HAVE LAWN SIGNS AND TWO ROAD SIGNS. THE ROAD SIGNS WILL BE SIGNED OUT SO WE CAN KEEP TRACK OF THEM. PLEASE NOTATE WHERE YOU WILL BE PUTTING THE CARDS AND SIGNS IF KNOWN, TO AVOID DUPLICATION.

WALL ART

EACH ARTIST IS ALLOWED 2,900 sq. inches OF SPACE FOR THEIR ARTWORK. OR TOTAL OF 12 PAINTINGS WHICHEVER COMES FIRST. 2 SPARES WILL BE ALLOWED. THIS DOES NOT INCLUDE THE 2 LARGE PAINTINGS ALLOWED FOR THE FENCE. THE MINIMUM SIZE PER PAINTING IS 900SQ INCHES OR 30X30 OR LARGER.

EACH PAINTING WILL BE LABELED WITH THE ARTISTS NAME, TITLE, MEDIUM, AND PRICE ON A CARD STUCK TO THE FRONT OF THE PAINTING AND THE BACK. EACH PAINTING WILL BE READY TO HANG ACCORDING TO THE GALLERY HANGING SPECIFICATIONS.

NO WALL ART WILL BE PRICED AT LESS THAN \$100.00

NOT ALL PAINTINGS MUST BE FOR SALE IF YOU WISH TO SHOWCASE A PIECE AS NOT SELL IT. SIMPLY PUT NFS ON THE SUBMISSION FORM AND LABEL. ALL PAINTINGS MUST BE ORIGINAL WORKS, MEANING THE ARTIST HAS NOT COPIED FROM ANOTHER ARTIST AND IS WORKING FROM THEIR OWN PHOTOGRAPHS UNLESS THE PHOTOGRAPHER HAS GIVEN PERMISSION TO USE THE IMAGE.

AT LEAST 75% OF SUBMITTED PIECES MUST NOT HAVE SHOWN BEFORE AT A TIFFA SHOW.

PLEASE SEND THIS INFORMATION NO LATER THAN AUGUST 30TH TO ALISON STOREY WHO WILL BE PRINTING THE LABELS FOR EACH PIECE. MAKE SURE THIS LIST MATCHES YOUR RECORD OF SUBMISSION LIST THAT WILL ACCOMPANY YOUR ART AT DROP OFF.

BIN ART AND CARDS WILL BE ACCEPTED THIS YEAR. EACH ARTIST IS PERMITTED 10 BIN PAINTS. AS PER OUR SHOW GUIDELINES THESE ARE UNFRAMED, NO WIE AND PLASTIC WRAPPED.. A BOX WILL BE PROVIDED FOR ARTISTS SELLING UNLIMITED NUMBER OF CARDS. ALL CARDS MUST BE PRICED AT EVEN DOLLAR AMOUNTS, WHICH MAKES IT EASIER FOR THE TREASURER.

REGISTRATION RECORD OF SUBMISSION FORMS

INCLUDED IN THE PACKAGE WILL BE A FORM FOR WALL ART, BIN ART AND CARDS. THESE FORMS ARE ALSO AVAILABLE ON THE WEBSITE FOR DOWNLOADING. PLEASE MAKE A COPY FOR YOURSELF AS WELL. THE SIZE OF THE PAINTINGS ARE WITH FRAME INCLUDED. MAKE SURE TO LIST THE TOTAL SQUARE INCHES AT THE BOTTOM.

GALLERY HANGING SPECIFICATIONS

PAINTINGS MUST HAVE PROPER PROFESSIONAL HANGING HARDWARE (NO EYE HOOKS OR SAW TOOTH HANGERS) THESE ARE GENERALLY PLACED 1/3 OF THE WAY DOWN THE BACK.

FRAMES IN GOOD CONDITION AND TAPED WIRE ENDS. WIRE NOT TOO TIGHT.

AN ARTISTS' BRIEF STATEMENT OR BIO AND CONTACT INFORMATION ON THE BACK.

(IE:- A BUSINESS CARD) ADDS A PERSONAL TOUCH.

WATERCOLOUR ART MUST HAVE PROPER ARCHIVAL BACKING, NOT CARDBOARD. WRAPPED REGULAR OR GALLERY STYLE CANVAS MUST HAVE NO STAPLES ON THE SIDES AND THE SIDES MUST BE PAINTED FOR A FINISHED LOOK. ENSURE THE GLASS IS CLEAN ON GLASS COVERED PIECES. IF PLEXIGLASS IS USED IT MUST BE MENTIONED ON YOUR LABEL SO IT DOESN'T GET SCRATCHED.

TIFFA SALES AND COMMISSIONS A SQUARE WILL BE USED TO PROCESS SALES. TIFFA WILL RETAIN A 17% COMMISSION ON ALL SALES, DEDUCTED FROM THE ARTISTS' GROSS SALES. SQUARE CHARGES WILL ALSO BE DEDUCTED. CHEQUES WILL BE ISSUED TO ARTISTS AFTER THE SHOW.

PLEIN AIR WEATHER PERMITTING WE WILL HAVE SOME ARTISTS IN THE GARDENS PAINTING. THOSE THAT WOULD LIKE TO VOLUNTEER FOR SATURDAY OR SUNDAY PLEASE LET ALISON KNOW.