



## ***Gallifrey One 2019 Art Show***

### **Rules and Information for Artists**

**This show is being brought to you by**

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The **Gallifrey One Art Show** returns for a glorious thirtieth year of fantastic artwork from all over the cosmos. A mainstay of the Gallifrey One conventions, the Art Show is a visual feast, with both *Doctor Who* and science fiction & fantasy illustration in many forms (paintings, drawings, sculpture, etc.) The Art Show is open to all attendees for browsing, and space in the art show is available to the general public (including people who do not attend the convention) for a small fee (plus commission rates on sales).

*Gallifrey One, 30 Years in the TARDIS* (Gallifrey One 2019) will convene 15-17 February 2019 at the Marriott LAX Hotel, Los Angeles, CA. Attendance is approximately 3800 including guests and staff. You do not need to be a member of Gallifrey One to enter artwork in the Art Show, but you must be a member if you wish to attend any other convention activities.

### ***Stuff you need to know about the show***

Art Show space is available in units of panels or half tables. A panel is **3' wide by 4' high**, and is made of pegboard. Materials for hanging artwork will be provided by the convention. Table space is approximately **3' long by 2.5' deep**, half a standard hotel table.

Each unit of Art Show space is \$20.00. Requests for more than 4 units of space must be cleared with the Art Show Directors in advance. Reproductions are allowed, but only one of any particular piece may be hung. All artwork hung on the reserved panels must be NSF or for auction.

**There will be a Print Shop.** No single pieces can go into the Print Shop. Print fee will be \$1 per piece hung.

Works judged by the Art Show Staff to have pornographic and/or libelous content in regard to known persons and/or to well known characters will not be accepted. In addition, any copyright issues with well known characters, fictional or not will be decided by the Director. Fair Use of people or known characters is permitted; copyright infringement is not. **The decisions of the Art Show Director in these matters is final.**

All artwork must be able to withstand reasonable, careful handling by the Art Show Staff. We want your work to go home with the buyer in perfect condition. Please help us by not sending fragile artwork! If you do send fragile work, then please observe the shipper packing guidelines, and use lots of bubble wrap.

Two-dimensional works (including prints for the print shop) must be matted, mounted or framed to aid in hanging. Stick-on plastic hangars on unmatted work are not acceptable. If they are not matted, they must be in a clear envelope of some sort. Pieces of paper will not be hung!

Jewelry must be displayed in the artist's own display case, and the case placed on a table. Enough table space must be purchased to hold the display case. If you have a lockable case, please give one set of keys to the Art Show Directors, so that we can get to the pieces.

All artwork must be clearly labeled. Please include the title of the piece, your name and address.

Artists are responsible for their own insurance. Check your homeowner's policy; you may have appropriate coverage there. We will take reasonable care of your artwork in the show, but the convention can not acquire the expensive extra insurance for the Art Show.

Once entered in the show, the conditions of sale (minimum bid, not-for-sale, etc.) may not be changed. No artwork may be withdrawn from the Art Show until after the voice auction on Sunday.

Pieces that receive 5 or more written bids will be sent to the convention voice auction on Sunday.

There will be no photography or video recording of any kind in the Art Show unless cleared by the Art Show Directors in advance. The artist or agent must be present and consent to any photography or recording.

### ***Money Matters***

Art Show Fees are \$20.00 per unit of Art Show. A unit is either a panel or a half table. Print fee will be \$1 per piece hung.

**All Art Show fees must be paid in advance.** Checks should be made payable to "Gallifrey One" and drawn on an American bank. International Money Orders, in US Dollars are also acceptable. If you have currency conversion problems, please contact us for more options.

A 10% commission will be collected on all sales.

Mail-in artists must include a \$20.00 non-refundable handling fee.

*There will be absolutely no payments to artists at the convention. Payments will be mailed as soon as possible, approximately 30 days after the convention.*

### ***Mail-In Artists***

Please include an additional check for \$25.00 for return shipping and insurance. This is in addition to the \$20 non-refundable \$20 handling fee. Any excess money not used for this purpose will be refunded to you. On the other hand, if more money is needed to return your artwork, it will be deducted from sales. Artwork of artists who have insufficient sales and do not send return postage money will be considered abandoned and will not be returned. **What we really like is a pre-paid label to ship anything left back to you. If you do this, you need not send the return shipping fee.**

Please pack your artwork securely. We want the piece to get to the show in perfect condition, to attract buyers and higher bids. If the contents of the box shift when it is shaken, please add more packing material, such as crumpled newspapers, etc. Please do not use Styrofoam peanuts. This helps prevent damage to the contents, especially to the corners!

Artwork being sent to the convention should use this address:

**Elizabeth Klein-Lebbink  
1010 E. Acacia Ave, El Segundo, CA 90245**

Please time your shipment to arrive by 9 February 2018. This will give us time to process your artwork before the convention. Packages may be sent by US Mail, UPS or an overnight delivery service. **Please do not require a signature!** This will only delay delivery.

Artwork being returned will be shipped within a week after the convention. Please let us know how you want it shipped back. The shipments will be insured for the total of the minimum bids of the artwork enclosed, up to \$600. Payment for artwork sold and a refund of excess shipping money will be made in a separate mailing.

### ***Tentative Setup & Schedule***

#### **DATE NEEDED, 10 Feb 2019**

- Mail-in artwork must be received by this date to ensure proper processing.

#### **Thursday, 14 February 2019**

- 12:00pm – 4:00pm: Set up show
- 4:00pm – 8:00pm: Artist check-in, hang art

#### **Friday, 15 February 2019**

- 8:00am – 10:00am: Artist check-in hang art
- 10:00am – 7:00pm: Art Show open

#### **Saturday, 16 February 2019**

- 10:00am – 6:00 pm: Art Show open
- 6:00pm: Bidding Closes

#### **Sunday, 17 February 2019**

- 10:00am, art show open, Bidder pick up
- *Time TBD*: Art Auction
- 12:30pm – 4:00pm: Artist and Bidder pick up
- 4:00pm – close: Art show packing and breakdown

*Gallifrey One, 30 Years in the TARDIS (Gallifrey One 2019)* is a presentation of Gallifrey One Conventions, a subsidiary of The Institute for Specialized Literature, Inc. (ISL), a California 501(c)(3) not-for-profit organization.

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