

Official Use only!

Show Fee Amt ____ 3-D Photograph ____ Mmbrshp Dues pd ____ Duties Met ____ New to Show ____

ART LEAGUE OF GERMANTOWN
"Shades of Spring" 2017
April 19-23, 2017
REGISTRATION FORM AND INVENTORY

Show Chair: Carol Moore

Questions? Contact: carolmooreprintmaking@gmail.com

Please read the Prospectus first before you fill out this form.

There are three ways to register. Thank you!

1. Turn in completed registration form with proper attachments (check, 3-D set-up photograph) on **March 1, 2017** at the ALOG meeting in person. Forms will be received from 6:15 – 7:00 p.m.
2. Turn in completed registration form with proper attachments (check, 3D set-up photograph) on **April 5, 2017** at the ALOG meeting in person. Forms will be received from 6:15 – 7:00 pm.
3. If you cannot attend the March/April meetings to turn in your forms, you may mail your form and registration fee postmarked no later than **March 31, 2017** (contact Carol Moore at carolmooreprintmaking@gmail.com for address).

Last name only, in capital letters _____

Name: _____

Address: _____

Phone: Day _____ Cell _____ Evening _____

Email Address: _____

Your three letter initials for use in identifying your art sales. _____

I do not hold ALOG or BRCA responsible for damage or loss of artwork in the referenced show:

Signed: _____ Date: _____

Entry Fees: \$30.00 per artist

I would like to make a voluntary contribution of \$_____ towards our show for additional expenses towards our opening and show promotions.

HANGING 2D WALL ART

ARTIST NAME: _____

Two-Dimensional Hanging Wall Art – Framed art, gallery wrapped canvas, or relief sculpture. Artwork not shown in previous ALOG shows is encouraged. Artwork is hung as space permits. Artists must provide a label for the BACK and FRONT of **each** work (labels provided on page 6)

Kay Gallery: 18” wide and larger framed (note: we are allowing two large pieces this time, but if this ends up limiting the wall space for other work, we may only hang one piece. The decision will be made by the hanging team at the time the show is hung.)

1. Title: _____ Price: _____

Medium and Size: _____

2. Title: _____ Price: _____

Medium and Size: _____

ALOG “Small Works” – Terrace Gallery (18” or smaller framed)

1. Title: _____ Price: _____

Medium and Size: _____

2. Title: _____ Price: _____

Medium and Size: _____

UNFRAMED ITEMS FOR ART BINS

ARTIST NAME: _____

Check one: Provide my own bin Share an ALOG bin

Artists may supply their own black canvas floor bin to display their work or submit 10 items for the ALOG shared bins. Artists must provide a label for the **BACK** of **each** work. Only ten unframed items will be shown at any one time (one print/photograph each) and all work must be included in the inventory artists provides at check-in. **NO FRAMED WORK.** Small works that can be displayed in a basket or in a small display rack may be listed in the 3-D Artwork section. Each must have a proper label attached to the back. (see page 6 for labels). No duplicate images.

1. Title: _____ Price: _____

Medium and Size: _____

2. Title: _____ Price: _____

Medium and Size: _____

3. Title: _____ Price: _____

Medium and Size: _____

4. Title: _____ Price: _____

Medium and Size: _____

5. Title: _____ Price: _____

Medium and Size: _____

6. Title: _____ Price: _____

Medium and Size: _____

7. Title: _____ Price: _____

Medium and Size: _____

8. Title: _____ Price: _____

Medium and Size: _____

9. Title: _____ Price: _____

Medium and Size: _____

10. Title: _____ Price: _____

Medium and Size: _____

ARTIST CONTACT INFORMATION FOR 3-D

Name: _____

Phone: _____ Email Address: _____

Your three letter initials _____ Your unique letter or number _____

NON-HANGING SCULPTURES: To be placed on pedestals or at windows as space permits

1. Title: _____ Price: _____

2. Title: _____ Price: _____

3. Title: _____ Price: _____

3-D Items for Tables and Notecards for Card Racks (one-of-a-kind):

This category includes one-of-a-kind handmade items. Original work only. Duplicates or near duplicates may be displayed one at a time. Additional **inventoried** pieces may be stored below tables for restocking. Please indicate the type of item, quantity of each item, and price of each type or each item (i.e. Hand carved box, large, three, \$50.00 each). Make a tag for **EACH** item showing price, your inventory number and your three initials, and your unique identifying "letter or number." If you don't have one from the last show, you will receive one by email. Table space is extremely limited and not all items brought will be able to be displayed. The 3-D Team Leader/Show Chairperson will have final decision.

Type of Item (Describe briefly)	Quantity	Price
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		
9. _____		
10. _____		

Add additional pages if needed. Please keep a copy for your records. A more detailed inventory list is required for each artist in order to be able to compare your list with those items sold.

WORK SCHEDULE REFERENCE

More information about shifts and volunteer responsibilities on the Volunteer Sign Up Genius.

Work Schedule: Select two or three shifts, or choose one shift and a special needs duty (see prospectus for a list). Be sure to mark your calendar with your duty dates and times.

How to Sign up:

A link to Sign-up Genius will be sent out at least one month prior to the preceding the show. You must sign up on Sign-up Genius:

<http://www.signupgenius.com/go/20f0d4aa9ab28a2f85-alog2>

or, alternatively, contact Carol Moore no later than **April 7, 2015**. Those not fulfilling the show work requirements will not be able to have their work included in the show.

ALL SHOW PARTICIPANTS REQUIREMENTS:

1. The Artist Reception: Sunday, April 23, 2:00 - 4:00 pm.
2. Show Takedown: April 23, 5:00 - 6:00 pm. **You must sign out with the Take Down Coordinator before leaving.**

ENTRY CHECKLIST: Please review list below to aid in a successful entry into the show

1. Entry qualifications met. _____
2. Delivery and pick-up dates checked and listed on your calendar. _____
3. All 2-D work properly framed/labeled. _____
4. All 3-D work properly labeled. _____
5. Inventory and registration forms properly and fully filled out. _____
6. 3-D artists attach a photo showing their set-up to go with the registration form. _____
(Note: Photos are not required for artists that have attended one of the last two shows that have the same setup and type of artwork)
7. Check for entry fee attached to registration form made out to ALOG. _____
8. Registration form and fee filled-out and submitted _____
9. Work duty times selected and calendared. _____
10. Calendar marked to be at entire reception and entire takedown period. _____

NOTE: Please be sure to indicate retail value of all items, even those not for sale (NFS), on the inventory form. Works not accepted at check-in jurying may **not** be added to the show after the Monday take-in. No member may show work created by a non-member or by a member who is not registered to show. Additional work may **ONLY** be added during the show if it has been listed on the inventory form submitted prior to the show. Indicate work as TBA (to be announced) if artwork is unfinished at the time you fill out your registration form

Artwork Information Cards

To be attached to the Front and Back of Hanging Artwork

Back	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____
	Title: _____ Name: _____	Title: _____ Name: _____
Back	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____
	Title: _____ Name: _____	Title: _____ Name: _____
Back	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____
	Title: _____ Name: _____	Title: _____ Name: _____
Back	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____	Title: _____ Medium: _____ Size: _____ Price: _____ Name: _____ Initials: _____
	Title: _____ Name: _____	Title: _____ Name: _____