

South Coast Artists' Alliance Art Show Entry Form

SEND or EMAIL THIS
(If you email, you still have to send in your check)

To ensure that your name appears in show publicity and on reception invitations, please send in your entry by Friday, July 21.

I intend to show _____ original pieces of art. (The entry fee is \$40 for the first artwork and \$5 for each additional piece.) I work in the following medium (media) _____

My check for \$ _____ made out the SCAA, P.O. Box 156, Pescadero, CA 94060 is enclosed.

Name and Address: _____

Phone and email: _____

Participating Artist Duties

Artists are required to host the show for two-hours, supply one homemade, ready-to-serve hors d'oeuvres, and actively participate on one committee

Committee Selection

Before choosing your first and second committee preferences, please note the duties and time requirements. The Hanging and Fixture and Lighting Installation committee chairs select their committee members.

Invitations and Publicity

Invitation Design and Graphics: Logan Payne, Beth Ross – featured artist, Tom De Hoog
Publicity: Carol Elsworthy, Lorraine Vallero, David Wong

SCAA MailChimp, Face Book, Website Communications: Mary Dussell, Beth Ross, Shannon Webb, Gary Windram

Clean Up Chair: *Chair Needed*

____(3) **Pre Reception Set Up /Clean Up** 4:00 - 6:00: Clean, set up tables, flowers, coffee table, start coffee

____(2) **After Reception Clean Up:** 9:30 - 10:30, place trash in garbage bags, take bottles to dump for recycling, sweep hall: Kim Hussey

____(2) **Monday Hall Clean Up:** 10:00 – 2:00

Schleppers: Bill Bishop, Mary Dussell, Carol Elsworthy

Grants: Randy Vail and Shannon Webb

Accounting: Shannon Webb and Delma Soult

Sales Training Team: Carol Elsworthy and TBA

_____ **Show Fixture Installation – transport and install standing fixtures and panels:** Bill Thompson, 879.0860, Dan Geraci 879.0607 dangeraci3079@yahoo.com, Tom De Hoog, 851.1930.
Installation: weekend of Aug 12/13 if the Hall is available.

Wednesday, August 16 and Thursday August 17

Hanging Committee: Chair Beth Ross

_____ Wed., Aug. 16, 10:00 - 3:00

_____ Thurs., Aug. 17, 10:00 - 1:00

_____ **Hanging Kid's Art:** Wed., Aug. 16 or Thurs., Aug. 17, 10:00-2:00, Chair Jeanne Wardrip
408.259.5894: School Liaison, Randy Vail 722.1070

_____ (3) **Labels and Attaching Labels to Art:** *Chair Needed.* Chair prints labels at home; committee attaches labels to art from 11:00 – 2:00 on Fri., Aug. 18.

_____ **Raffle: Ticket Preparation/Art Hanging:** Chair Dana Pitchon, 295.0697 pitchon@email.com.
Wed. Aug. 16: 10:00 – 1:00.

_____ **Lighting and Signage Installation:** 10:00 - 2:00 Friday, Aug. 18, Chairs Bill Thompson and John Tyler, 879.0860

Art Preview and Reception - Friday, August 18

Reception Chair: Rosanna Petralia

879-9667 ro.petralia@gmail.com

_____ (3) **Wine Glass/Raffle Sales Booth:** Chair: Gary Windram 248.202.8566

_____ (2) **Beverages:** Chairs Ken and Lora Groves, 879.9726: Purchase wine, champagne, water, and coffee, napkins, ice, cups, sugar/cream, chill wine in tubs. Reimbursed by SCAA

_____ (3) **Costco Food:** Prepare large quantity of food such as shrimp, antipasti or veggies with dip at home, deliver assembled. Reimbursed by SCAA

_____ (2) **Flowers/Decorations:** 5:00 p.m. plus arranging flowers at home

_____ (3) **Pre Reception Set Up /Clean Up 4:00 - 6:00:** Clean, set up tables, flowers, coffee table, start coffee

_____ (2) **Clean Up:** 9:30 - 10:30, place trash in garbage bags, take bottles to dump for recycling, sweep hall:
Kim Hussey

Post-Show Clean Up – Monday, August 21

_____ **Show Fixture Removal – dismantle, transport and store 10:00 – 2:00:** Bill Thompson, 879.0860 and Dan Geraci 879.0607 dangeraci3079@yahoo.com.

_____ (2) **Monday Hall Clean Up:** 10:00 – 2:00