Seventh Annual

Hollis Winter Art Fair

December 3-4, 2016

Dear Artist,

Thank you for your interest in the 7th annual Hollis Winter Art Fair. This event continues to improve each and every year, and we are thrilled you want to be part of it.

When submitting your application, please consider participating in the following.

Artists Reception- Friday December 2, 2016
We are considering hosting an Artist Reception on Friday December 2nd from 7-9 PM. This event will be a "preview" of the Winter Art Fair and will be an opportunity for the Hollis patrons to meet, and converse with our featured artists. We envision this event as an opportunity for you to share your passion and vision with our patrons, and as a way to support and foster community here at Hollis. However, this will only occur if we have sufficient interest and participation from our featured artists, and would require that your booth be ready to go by 6 PM on Friday, December 2, 2016. Please consider if this is a possibility for you, and indicate your answer on the bottom of the application form. To facilitate set-up, Hollis will allow artists to set up on Thursday, December 1 after 4 PM or any time before 6 PM on Friday, December 2.

Donating a piece of work for our fall fundraiser on October 23, 2016
Each year, Hollis hosts an Fall Fundraiser which is a Chili Cook-off & Live Auction. Please consider donating an item to be featured on the live auction. This is a wonderful opportunity for you to showcase your work to Hollis patrons, and generate interest in the Winter Art Fair at Hollis.

Thank you again for your interest in the 7th Annual Hollis Winter Art Fair. Please complete & submit the following application by **OCTOBER 10, 2016.**

Contact us with questions. (913) 441-0451 or holliscenter@kc.rr.com

Kind regards,



Dave Mareske
Executive Director
Hollis Renewal Center

ARTIST APPLICATION FORM

HOLLIS WINTER ART FAIR 2016

Submit Application for entry by October 10, 2016 to
Hollis Renewal Center · PO Box 402 · Bonner Springs, KS 66012
Or by email: holliscenter@kc.rr.com

Notification of acceptance status will be sent within 2 weeks of application arrival.

Artist Name(s):			
Business Name:			
Mailing Address			
City/State/Zip:			
Phone*(Day/Evening/Cell:)*			
Email Address:			
Website:			
Social Media *(FB, Instagram, Twitter etc.):*			

ALL WORK MUST BE HANDMADE BY ARTIST

Medium(s) :_____*(ceramic, fiber, photography, wood, etc.)*

Description of your work: _____

_____

_____

Price range on artwork pieces: **Lowest**_____**Highest**_____

Check One: ☐ **Will bring my own display** (*note maximum size allowed is 8'x8'*)
Floor Dimensions of your display: _____

☐ **Will use Hollis table(s)**
Choose table size(s)& quantity required: ☐8'_____ ☐6'_____ ☐4'_____

Each Artist must submit a reproducible photo of their artwork with their application, which will be used by Hollis for promotion of the event. ***Please send digital photos to:*** **holliscenter@kc.rr.com**

ARTIST'S PARTICIPATION STATEMENT/CONTRACT

It is UNDERSTOOD THAT—

HOLLIS WINTER ART FAIR 2016 event is **10:00 AM - 5:00 PM** on **SATURDAY, DECEMBER 3, 2016** and **12:00 PM- 5:00 PM** on **SUNDAY, DECEMBER 4, 2016.** My application is my commitment to participate fully on both days. I have read the Winter Art Fair Information and agree to all the conditions stated.

Artist Name: _____ Date: _____

❑ *Please contact me about donating a piece of my artwork for the annual Hollis Chili Cook-off & Live Auction held on 10/23/2016*

☐ *I* **CAN** *participate in the ARTIST RECEPTION on 12/2/2016* ☑ *I* **CAN NOT** *participate in the ARTIST RECEPTION on 12/2/2016*

Hollis Winter Art Fair 2016

ARTIST INFORMATION, PAGE 1

When: Saturday, December 3, 10AM to 5PM
Sunday, December 4, Noon to 5PM

Where: Hollis Renewal Center Lodge
11414 Kansas Avenue
Kansas City, KS 66111

Contact: Dave Mareske, Executive Director of Hollis
holliscenter@kc.rr.com | (913) 441-0451 office | (913) 206-4947 cell

The Host:

Hollis Renewal Center is a 501(c)(3) not-for-profit retreat center which provides environment and experiences for individuals, small groups and congregations who seek a place of renewal and reflection. Hollis sits in a valley surrounded by 153 acres of wooded hills, trails, and native wildlife. Located just west of Kansas City metro area, the retreat center has easy access to I-70.

The Location:

The Art Fair will be held in the main Lodge building on the grounds of Hollis. The space is indoors and heated; it has restrooms and an accessible kitchen. A parking lot is available for shoppers.

What Hollis Will Provide:

- display space in the Lodge
- tables for displays, if needed, and chairs for artists to use
- advertisement and promotion of the Art Fair, including a digital "postcard" which artists can email to customers and friends
- Hollis volunteers will staff a central cashiering desk, allowing customers to pay by cash, check or credit card
- Artists will be provided sales books using triplicate forms to record their sales. (One copy goes to the artist, one to the customer, and one to the Hollis cashier.)
- signage to Hollis on the day of the sale
- cookies, cider, and holiday goodies will be served; Hollis will provide lunch for the artists on Saturday
- the Lodge building will be secured Friday and Saturday night, so artists may leave their artwork in the building, if they choose.
- checks will be sent to the artists promptly the week after the sale.

Special Notes:

LIVE AUCTION

Hollis hosts an Annual Chili Cook-off and Live Auction on **Sunday, October 23, 2016 from 4-7 PM**. If you would like to donate an item to be featured on the live auction, please contact Dave Mareske (contact info above) for details, delivery or pick up. This is a wonderful opportunity for you to showcase your work to Hollis patrons, and generate interest in your work as well as the Winter Art Fair at Hollis.

POSSIBLE ARTIST RECEPTION

The Hollis Board is considering hosting a special Artist Reception & Preview on **Friday December 2, 2016 from 7-9 PM.** This preview event is intended to provide an opportunity for the Hollis Community to learn more about our featured artists, and foster the unique relationships that occur in this space. If you are interested in this event, and would be able to set up your booth on Friday by 6 PM, please indicate as such on the application form.***This event is NOT FIRM and will only occur based on Artist participation and interest***

Hollis Winter Art Fair 2016

ARTIST INFORMATION, PAGE 2

Expectations of the Artist:

- interested artists must complete an application form
- artists must submit a reproducible digital photo of their artwork, which will be used by Hollis for promotional purposes
- artists may request a table, or they may bring their own display if the size of the display is submitted and approved by the Director.
- artists will provide their own table coverings (if desired), and any other furnishings for displaying their artwork (like boxes, stands, hangers, etc.)
- artists will bring their own means to wrap and bag their artwork
- overhead lighting is present in the room. Artists may bring additional lighting if desired. Outlets are available.
- for the ease of the cashier, all prices should be rounded to dollar amounts, please no "cents".
- artists may set up their space on the evening of Friday, December 2 between 5:00 – 9:00 PM, or on Saturday morning (Dec. 3), from 8:00 – 9:30 AM.
- artists will take down their displays after 5:00 PM on Sunday.

Entry Fee:

There is no entry fee or booth fee. Participating artists are asked to donate 15% of their sales to Hollis, which means the artist is at no risk of covering an entry amount. The artists' donation will help defray the costs of advertisement and promotion. Checks will be sent to the artists promptly during the week after the sale for the full amount of their sales total, less the 15%. (Artists will have a copy of all sales in their sales book.) Commissions or orders taken at the Winter Art Fair, but not paid for there, are at the discretion of each artist to make a 15% donation to Hollis.

Sales Tax:

Customers will be able to make their purchases tax-free through the Hollis cashier, due to the non-profit status of the organization. Hollis will be accepting cash, checks and credit cards on the days of the sale.

The Application Process:

All prospective artists must submit a Winter Art Fair application form to be considered. An application is the artist's commitment to be present for both days of the art fair. Notification of acceptance will be sent to the artist within 2 weeks of the application's arrival. Because Hollis has a limited number of artist spaces (10-12), and to provide our art fair guests with a VARIETY of mediums to choose from, selection will be based on diversity of work. While more than one artist per medium is possible and welcomed, duplication will be avoided if work is closely related.