Dear Regional Show Coordinators:

Enclosed you will find the materials for organizing and reporting on your 2023 Regional Show. Your willingness to coordinate the show is much appreciated by the officers and board of Iowa Artists. Ribbons are also enclosed based upon the number of entries from your prior show. If you find you need more, please contact me early enough to allow for mailing time.

MEMBERSHIP FORMS & DUES: All dues were due to Iowa Artists by Dec. 31, 2022. Online payments are available to make this more convenient and can be accessed on the Iowa Artists website. Membership forms can be completed online or completed forms can be emailed to the Membership Chair.

SEND SHOW INFORMATION: Please provide me with the following information on your regional show as soon as you have it:

* Date of show
* Location of show
* Name of judge

ENTRY FORMS: Please reach out to your artists and have them complete the entry forms. They can access these on the Iowa Artists website, or you can provide a copy of the entry form that you have in your packet to each artist or send via email.

AFTER THE SHOW: Please return all show information IMMEDIATELY AFTER OR WITHIN 5 DAYS following your Regional Show so that I can send the proper number of ribbons to the State Show. I will forward the list of your blue-ribbon winners with the ribbons to the State Show Coordinators.

* EXPENSE REPORTS: Please send these to the Iowa Artists President.
* SHOW REPORT FORM: Please send these to the Iowa Artists Show Chair

I hope these guidelines will help you have a very successful show! Thank you for all you do for Iowa Artists!

Sincerely,

Rabecca Jayne Hennessey

Chair of Show Coordinators

**PACKET INFORMATION**

**Included in this packet you will find the following:**

* **Regional Show Chairperson Responsibilities**
* **Regional Show Chairperson Guidelines**
* **Entry Blanks for Regional Show**
* **Iowa Artists Membership Form**
* **Call for Entries/Media Guidelines**
* **Regional Show Report Form**
* **Regional Show Expense Report Form**
* **Rules and Prospectus for Iowa Artists Regional and State Shows**
* **Contact Information for Board Members for Reporting**

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**IOWA ARTISTS REGIONAL SHOW CHAIRPERSON and CO-CHAIR**

 **– Responsibilities**

* Secure show site – arrange for mounting show and hosting event
* Secure judge, apprise judge of IA Rules for Judges, provide show ribbons
* Submit show information to IA Newsletter Chair by designated time (by Jan. 7th to meet the deadline for the winter newsletter):
* Region
* Date and Time of Show
* Site and Address of Show (or virtual show information)
* Registration Deadline
* Name and Address / Email of Chair or Co-Chair accepting Registrations
* Other info: Parking, Lunch, Directions to site, etc.
* Covid Restrictions if applicable
* The number of ribbons you’ll need for the show. The State Chair will send these to you in advance.
* Post “Call for Entries” in area media, Facebook, etc.
* Provide membership information to non-members who want to enter the show, since they cannot enter unless they are a member. The deadline to enter a show as a member is one week prior to the show. This is so we can assure dues have been paid and Social Media Form has been signed. No registrations for membership may be made the day of the show – all entrants MUST register as members ONE WEEK PRIOR to the show date.
* Verify dues have been paid by new members and that the IA members entering the show are paid up current members when registration is received and accepted. (Send fees to IA Membership or pay online via IA Artists Website prior to show date)
* Before judging begins at Regional Show, verify that all artwork complies with show rules/prospectus
* Provide a printed program to all show attendees
* Pay the judge’s fee and mileage, site rental if required, and any other show expenses in accordance with allotment designated by IA
* Advise first place winners of date and site of Iowa Artists State Show
* Provide show results and photo(s) to local media following show
* Send show results and photos to IA newsletter editor by designated date for inclusion in the newsletter
* Submit reports as indicated on “Guidelines”

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**IOWA ARTISTS REGIONAL SHOW CHAIRPERSON AND CO-CHAIR**

* **Guidelines**

**REGIONAL CHAIRPERSON**

1. The Coordinator oversees the arrangements for the regional show
2. The Coordinator chooses a Co-Chairperson to assist in this job
3. The Chairperson may also need people to:
* Check entry blanks for complete information at the show
* Catalog a list of exhibitors, address, artwork, prices
* Assign a lunch chairperson if needed
* Assign a display chairperson if needed

**SCHEDULING THE SHOW**

Regional Shows are best scheduled in late March or early April. The State Show is held in May each year. Too early, you run the risk of bad weather. Too late, your blue-ribbon winners will not be listed on State Show programs.

**EXPENSES**

Each Regional Show shall have up to a maximum of $400 for show expenses. Be conservative. It is not necessary to spend the whole amount if you can avoid it. A $150 advance will be sent to each chairperson in February. You must submit your show reports and expense reports with the receipts to the president after your show to be reimbursed for the rest of your expenditures (up to $400).

**ACCEPTABLE EXPENDITURES**

1. $100 Judge’s Fee plus mileage @ $.625 per mile.
2. No set amount for the Demonstrator’s fee, but rarely over $25. The judge may do the demo and collect the added fee if you choose to ask him/her and he/she accepts.
3. Print a show program and a list of exhibitors.
4. Rental of display equipment
5. Rental of exhibit hall. Search for and consider use of a free hall and community support. Ideas are church auditoriums, community halls, community colleges (as part of their art program), libraries, art galleries.
6. Miscellaneous supplies (postage, copies, etc.)

**THE JUDGE**

Choose a judge from the list of IA Approved Judges or have a judge of your choice approved by the State Show Coordinator and/or President. The judge may be from inside your area and, in the case of bordering counties, may be from a neighboring state. Judges have to be vetted by board before being added to the list.

Be sure that the judge understands ­­beforehand that he/she is to give a critique of all work and answer questions concerning artwork. *Tactfully try to stress that we wish judging to be done based on the quality of work and not necessarily on the overall distribution of ribbons.* This should be handled at the time you contact the judge for his/her services.

 (continued Page 2)

**Guidelines Page 2**

**RIBBONS**

The judge may choose one piece from each 10 exhibited, or a fraction thereof, for a blue ribbon (60-64 show entries = 6 blue ribbon awards: 65-70 = 7 blue ribbon awards). Sets of ribbons after the first 10 will be rounded up if there are 5-9 pieces and rounded down if there are 0-4 pieces. Red and white ribbons are awarded the same way. Honorable mentions (yellow ribbons) are at the discretion of the judge. If there are 5 or more pieces of 3-dimensional work entered, they constitute a separate category and are judged on the same basis as 2-dimensional works with ribbons awarded the same way. Less than 5 pieces of 3D work will be judged along with the 2D category.

The State Show Chairperson will have sent you ribbons prior to the show. If you need more, request them right away.

You will also receive a People’s Choice ribbon. You should provide voting materials to all who view the show to vote for their favorite artwork (usually upon check in). Count the votes after the critiques have begun and award the ribbon at the end of the critique period. (This may not apply to online or virtual shows and is up to you to decide).

**PUBLICITY**

* Send the following information to the IA Newsletter Editor as soon as you have it for inclusion in the Winter Newsletter. (Deadline is before Jan. 7th).
* Name of Regional Chairperson and Co-Chairperson
* Address to which entry blanks are to be sent (usually the Chairperson) – having these emailed makes it much easier than relying on mail.
* Final date for entries (The entry blanks are usually sent in the winter newsletter and can be accessed on the IA Website)
* Location, time, lunch cost (if known) and any other pertinent information such as the need for easels, etc.
* Three weeks prior to your show, send out news releases. Try for publicity and pictures just before and after the show. The success of the program requires local promotion and varies with regions. Use your own judgement as to how this is best done in your locale.

**DATE OF THE SHOW**

* It is the responsibility of each exhibitor to have all 2-dimensional works adequately framed, wired and ready to hang, or to bring a table easel for display.
* Three-dimensional works should be displayed by the show committee in a protected area.
* Have all entries well-lit and displayed to the best advantage
* All entries should be identified on the back with labels from the entry blanks received in the newsletter or via the website by each member.
* All entries must be ORIGINAL work. The show committee has the right to refuse any entry that is:
1. More than two years old
2. Any entry that has been entered in a previous IA show
3. Any entry that is made from a kit
4. Any entry copied from another’s work or created in a classroom environment
* Make sure someone is always on duty for security.

 (continued Page 3)

**Guidelines Page 3**

* Do not let work be removed from the show before the stated time. Shows are not to be shut down early
* Make sure photos are taken with the ribbon winners and their entries (if members do not agree to having photos published, please have them make this known. Otherwise, all photos will be published to the website).
* Conduct a short business meeting (Note: If the show is open to the public, try to arrange so that the meetings and demonstrations do not prevent people from viewing the show).
1. At the meeting, determine who will be the next regional coordinator and chairperson.

This is very important. *It is understood that if you do not get these positions filled, you will function in that capacity again the following year. If you choose to step down, please fulfill your position.*

1. If possible, decide where next year’s show will be held.
2. At the business meeting, please remind all blue-ribbon winners of the importance of attending the State Show. Suggest that if they are unable to attend, they arrange with someone who is going to take their entry for them.

**SUGGESTED SCHEDULE FOR REGIONAL SHOW**

9 AM – 10 AM Registration, set up exhibits, coffee and refreshments

10 AM – Noon Demonstration and business meeting

 Give judge private access to exhibits for judging

Noon – 1 PM Doors closed for ribbon placing by judge

 Lunch for artists at local restaurant or other arrangements

1 PM – 3 PM Awards and Critique by Judge

3 PM Photographs of ribbon winner groups and removal of artwork

**IMMEDIATELY FOLLOWING THE SHOW**

* Send to the President: (see cover letter for address)
1. Two Expense Reports and receipts for expenditure (President will approve and forward to Treasurer for payment)
2. One copy of Regional Show Report
* Send to the State Show Chairperson (see cover letter for address)
* One copy of the Regional Show Report
* Name of next year’s Regional Show Chairperson (as agreed during your show meeting)
* Any unused ribbons from your show
* Send to the Newsletter Editor and Digital Chair (see cover letter for addresses)
1. Photos and publicity pertaining to the show
* If you have suggestions for improving regional shows, send them to the President for consideration by the executive board.
* Please put your regional number on all correspondence
* Please date all your correspondence with month/date/year
* Please use sufficient postage on all letters mailed. If it feels heavy, have it weighed at the post office

**Thank you for a job well done!**

**Your Notes 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**ENTRY BLANKS FOR REGIONAL SHOWS 2022**

It is requested that entries to regional shows be made prior to the show day in accordance with the date specified for your region. If you are not currently a member of Iowa Artists, the registration form must be accompanied by $25 for membership dues. Pre-show registered artwork will be listed in the show program and will have priority for available display space. Regional shows are the jurying method for the State Show. All blue-ribbon artwork is qualified for and expected at the State Show. You MUST be registered and dues paid NO LATER than one week prior to the show date. Memberships will NOT be collected the day of the show.

**Fill out completely, sign and remit this registration form to the person specified for your region:**

Name of Artist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_County \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Region \_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Entries:

1. Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Medium \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Size \_\_\_\_\_\_\_\_\_\_\_ Price \_\_\_\_\_\_\_\_\_\_
2. Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Medium \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Size \_\_\_\_\_\_\_\_\_\_\_ Price \_\_\_\_\_\_\_\_\_\_
3. Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Medium \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Size \_\_\_\_\_\_\_\_\_\_\_ Price \_\_\_\_\_\_\_\_\_\_

*I have read the conditions of entry in the Rules/Prospectus for Iowa Artist Regional & State Shows. I certify that I am an adult artist and that my entries are original, of my own design, and not copied from any other work or completed in a class room setting.*

*Signature of Artist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Note: You may enter only in the region where you live, but you may attend any regional show. Exhibit committee and gallery will treat artwork with care but will not be responsible for damage or loss. Nor will they be responsible for any items not picked up at the end of the show.)*

**Please complete one tag for each artwork entry, cut and attach to the back of your entry:**

***­***

**IOWA ARTISTS REGIONAL SHOW 2023**

Artist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medium / Category \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Price \_\_\_\_\_\_\_

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**IOWA ARTISTS REGIONAL SHOW 2023**

Artist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medium / Category \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Price \_\_\_\_\_\_\_

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**IOWA ARTISTS REGIONAL SHOW 2023**

Artist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medium / Category \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Price \_\_\_\_\_\_\_

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**IOWA ARTISTS REGIONAL SHOW 2023**

Artist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medium / Category \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Price \_\_\_\_\_\_\_

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**IOWA ARTISTS MEMBERSHIP FORM**

Membership / Renewal Fee $25

Due Date: December 31 each year

*(Please Print Clearly)*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State: \_\_\_\_\_ Zip Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

New Member: Y/N \_\_\_\_\_\_\_\_ Renewal Member Y/N \_\_\_\_\_\_\_\_\_\_ Region Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Change of Address Y/N \_\_\_\_\_\_\_\_

Mail check to the current Membership Chairperson payable to Iowa Artists

\*\*Or Complete this form at the Iowa Artists Website: iowaartists.us and pay with Paypal

**IOWA ARTISTS REGIONAL SHOW**

* **CALL FOR ENTRIES / MEDIA INFORMATION**

***PLEASE USE THIS FORM AS A GUIDELINE WHEN PROMOTING YOUR REGIONAL SHOW***

Who….. Sponsored by Iowa Artists, a non-profit state organization for 2- and 3 dimensional artists age 18 and above.

What….**Iowa Artists Region # \_\_\_\_\_ Art Show**

Why…..Qualifying show for advancement to Iowa Artists State Show in May

When / Where…..Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For prospectus and registration form, please contact:

Regional Show Chairperson Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**IOWA ARTISTS REGIONAL SHOW REPORT FORM**

***IMMEDIATELY AFTER YOUR SHOW, PLEASE SEND ONE COPY TO PRESIDENT***

 ***AND ONE COPY TO THE STATE SHOW CHAIR***

REGION \_\_\_\_\_ SHOW DATE \_\_\_\_\_\_\_\_\_\_\_\_\_ SHOW SITE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REGIONAL CHAIRPERSON \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REGIONAL CO-CHAIRPERSON \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF ARTISTS SUBMITTING WORKS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL PIECES SUBMITTED FOR JUDGING \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BLUE RIBBON WINNERS

ARTIST TITLE MEDIUM SIZE

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
11. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
12. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME OF THIS YEAR’S JUDGE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*REGIONAL SHOW CHAIR FOR NEXT YEAR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*REGIONAL SHOW CO-CHAIR FOR NEXT YEAR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*Important: It is understood that if you do NOT obtain a Chair or Co-Chair for next year, you will continue your role for next year.***

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**IOWA ARTISTS EXPENSE REPORT**

* *SEND ORIGINAL AND 1 DUPLICATE TO IOWA ARTIST PRESIDENT*

Region \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date of Show \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Show Venue and Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Show Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Show Co-Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Judge Name and Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mileage \_\_\_\_\_\_\_\_\_\_\_\_

Payment to Judge $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Demonstrator Name and Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payment to Demonstrator $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rental Equipment Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Venue Rental Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Media / Publicity Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postage Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Explain “Other Cost”\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Expenses $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Less Advance $ - 150.00

Final Total $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTES TO IOWA ARTISTS PRESIDENT / TREASURER:

*Send Show Expense Reimbursement to:*

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City / State / Zip Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**RULES AND PROSPECTUS FOR REGIONAL AND STATE SHOWS**

**Rules and Prospectus for Iowa Artists - 2023**

**Eligibility**

Current members of Iowa Artists who are age 18 or older residing at least parttime in the state of Iowa and who have a mailing address in the state of Iowa (see bylaws) may enter our shows. Official entry forms need to be signed and submitted by the artists, including **initialing social media waiver on the entry form.**

**Acceptable Work**

All work must be original in concept and created by the artist. Reference photos must be of the artist’s own making or used by written permission of the originator. No copyright material created by others may be used as a reference. As an artist, it is your responsibility to research and understand the current “Fair Use Practices.” The Director/coordinator at each Iowa Artist show and the Iowa Artists Board will be the “Ultimate Judge” regarding what does and does not meet the rules for that particular show and venue. Work may not be created in a paid-for class or workshop or the result of paid-for instruction (Iowa Artists pays their workshop instructors), including but not limited to webinars and online courses. Original work created in a paid-for rental space in an art studio with other artists is eligible to be entered in Iowa Artists shows. If a work is found to be ineligible by the rules stated above, then that artist will not be able to enter any Iowa Artist shows the following year.

Artwork must have been completed within the past two years and not previously shown in any Iowa Artists show (includes regional, state, online, traveling, or any other Iowa Artists-sponsored contest).

Maximum dimensions of the 2D and 3D art, including frame and display apparatus, are 4’x4’ 2D object or 4’x4’x4’ 3D object unless otherwise specified by rules specific to an Iowa Artists event. You must be able to transport and get it through a regular-sized door.

**2-Dimensional:**

* Oil or water-based paints or any combination of these on a flat surface, framed and wired, ready to hang. Watercolor artwork should be protected by glass, sealed or varnished.
* Pencil, charcoal, pastel, ink or any combination of these done on a flat surface, framed and wired ready to hang. No saw-toothed hangers. Artwork should be protected by glass, sealed, or varnished.
* Artwork on wraparound mounts and cradled panel boards with finished/painted sides can be unframed and wired ready to hang. No saw-toothed hangers.
* Prints – etchings, engraving, drypoint, mezzotint, woodblock/woodcut, aquatint, relief, lithograph, linoleum cut, silk screen printing, monotype – processes handmade by the artist.
* 2D Collage – The artwork has no protruding embellishments. Created using the following rules:
	+ You have created the collage from your own created materials, ie: your old paintings and pieces of paper you designed. No photography, as our group does not allow any sort of photography into its shows.
	+ If using other cuttings, they must be used in such a way that they are unidentifiable as to what they are or where they came from.
	+ No copyrighted materials created by others may be used in an identifiable way.
* Scratchboard with the use of watercolor, ink or acrylic-based paints.
* Diptych or triptych work is allowed as long as you provide the display structure for it. Dimensions of a total piece should be no larger than the maximum size stated above.

**3-Dimensional:** A category of combined 3-dimensional entries will be considered for awards if the number of entries totals 5 or more pieces. If there are less than 5, they will be judged with the 2D works. Sets of ribbons after the first 10 will be rounded up if there are 5-9 pieces and rounded down if there are 0-4 pieces.

* Fiber/Textile – baskets, mats, weaving, rugs, hangings, felted, quilts or printed textiles employing an original design and imagination.
* Ceramic – pottery, figures, and objects produced on a potter’s wheel or molded by hand, fired, and glazed or unglazed.
* Mixed media with 2D mediums as stated above with any combination of jewelry, textiles, or fiber.
* 3D Collage – The artwork includes objects such as gems, rocks, sticks, buttons, and jewels for example. Created using the following rules:
	+ You have created the collage from your own created materials, ie: your old paintings and pieces of paper you designed. No photography, as our group does not allow any sort of photography into its shows.
	+ If using other cuttings, they must be used in such a way that they are unidentifiable as to what they are or where they came from.
	+ No copyrighted materials created by others may be used in an identifiable way.
* Sculpture – wood, stone, metal, paper mâché, mixed material, of normal size, not to exceed the maximum size stated above, handmade from original ideas.
* Glass – blown, fused, or stained glass of original design.

**Unacceptable Work**

* Photos, computer-generated art, computer art slides, videos, or motion pictures are not accepted mediums.
* No glicee prints are allowed.
* No copyrighted materials created by others may be used in an identifiable way.
* No artwork worked on during a class, workshop or webinar, whether online or in-person, with the help of a paid-for instructor.

**Submitted Work:**

All entrants are responsible for delivery and pickup of their own work. If shipped, work must be suitably ready to hang or display with wire (no sawtooth hangers accepted). Works will be treated with all possible care in handling and storing; however, the exhibit committees, galleries, and Iowa Artists cannot be held responsible for any loss or damage. If shipping, you must prepay for return shipping.

Entrants may not remove work before the show is over without permission from the show’s chairman. Photos of the ribbon groups will be taken and may be used on social media by Iowa Artists. Written permission is required when transporting artwork that is the property of another artist**. NEW: A social media waiver must be signed for all accepted artworks.**

Accepted work may be for sale. Price your artwork accordingly if shown at a gallery as they may take a commission percentage. You may state NFS for art that is not for sale.

**Judging:**

**Regional Show:**

Artists may enter up to 3 artworks into their regional show. The judge will select one piece from each 10 exhibited in the regional show for a first, second, and third place ribbon. Sets of ribbons after the first 10 will be rounded up if there are 5-9 pieces and rounded down if there are 0-4 pieces. Honorable mentions will be awarded at the discretion of the judge. Only artwork awarded the first-place blue ribbon at the regional level shall advance to the State Show.

**State Show:**

The judge will select the 3 highest awards in the following order: One piece of artwork to receive the Best of Show, one piece for the Richard Heggen Award, and one piece for the Doris Frandsen Award. These 3 awards will receive a monetary award in addition to the ribbons.

The judge will select one piece from each 10 exhibited and award a first, second and third place ribbon. Sets of ribbons after the first 10 will be rounded up if there are 5-9 pieces and rounded down if there are 0-4 pieces. Honorable Mentions will be awarded at the discretion of the judge. All first-place winners will receive a monetary award in addition to the ribbon.

At the Regional and/or State Show, a People’s Choice ribbon may be awarded according to the popular vote of show attendees if it is an in-person show, or only by Iowa Artists members if it is an online show. One vote may be cast per person. Members may not vote for their own artwork. If they do, their vote will be disqualified from the vote count for People’s Choice.

**Online Shows/Other Exhibits:**

Online shows and other exhibiting shows may only award one first, second, third place and Honorable Mention award. The only exception to this rule is if Iowa Artists needs to hold the Regional or State Shows online due to the safety of our members or other occurrences which preclude having an in-person show.

Revised 9.13.2022

**IOWA ARTISTS SOCIAL MEDIA RELEASE FORM**

I give permission for any photos of myself along with my entered artwork in any Iowa Artists show to be used on social media, including flyers for future Iowa Artists Regional Shows, Iowa Artists website at <https://www.iowaartists.us>, Iowa artists Facebook Pages and the Iowa Artists newsletters for promotional purposes.

This written permission is valid until Iowa Artists receives written notice thereby revoking said permission.

 Artist Signature Date

**IOWA ARTISTS CONTACT INFORMATION – 2022-2023**

**PRESIDENT**

Danna Fruetel

Email: dfruetel@gmail.com

VICE PRESIDENT

Anthony Franklin

Email: antex.art@gmail.com

SECRETARY

Dianna Liepa

Email: d.liepa@mac.com

**TREASURER**

Delayne Segar

Email: segar@mchsi.com

**MEMBERSHIP**

Deanna Skokan

Email: fineart@deannaskokan.com

**NEWSLETTER**

Lori Schmidt

Email: lorischmidt.l18@gmail.com

**SHOW CHAIR**

Rabecca Jayne Hennessey

Email: fineart@rabeccajaynehennessey.com

**WEBMASTER**

Marcia Kruse

Email: mkruse54@gmail.com

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