

TOPIC: ART SHOW AT PITTSBURGH MILLS (NKCC, AVLA, ESAL)

DATES: Weekends during March, 2019. These dates are 1st – 3rd, 8th – 10th, 15th – 17th, 22nd – 24th and 29th – 31st. (there are 5 weekends in March).

TIMES: Friday evenings, 5 pm to 9 pm; Saturdays, 11am – 9 pm and Sundays Noon to 5 pm.

MEET THE ARTIST: Saturday, March 9th, from 6 pm – 9pm. Light refreshments will be served.

FEES:

2' X 8' Wall Space (panel) \$5.00 This is your space to fill as you please. Should you only have one entry, the space is still yours. You may share your space, if you so choose. If your entry is wider than 2', the adjoining space must be yours so that you do not run over into someone's area. There are 35 panels available.

Shelves, \$5.00. These are built in shelves, approximately 17" H x 2 ½' L x 12" D. They are perfect for smaller photos, cards, tile works, etc. There are 8 shelves available.

8' x 8' Square Floor Space, for a 6' (six foot) table. \$25.00 Each artists reserving a floor space will have to furnish the table. All tables are to be covered in black (cloth or plastic), which reaches the floor so that nothing can be seen underneath. There are 18 table spaces available.

ALL SPACES WILL BE RESERVED ON A FIRST COME, FIRST SERVED BASIS. IF WE DISCOVER MORE ROOM, WE WILL NOTIFY YOUR ORGANIZATION. In order to make this fair, Pre-Registration will be required. Complete the Pre-Registration Form and Short Bio Form and email to tamisudy@gmail.com or mail to ART SHOW, c/-o Tami Mazinski Sudy, 1060 Union Avenue, Brackenridge, PA 15014. Everyone must send in a Pre-registration form and short bio.

PRE-REGISTRATION FORMS MUST BE RECEIVED BY SATURDAY, FEBRUARY 9th. ***Payment is NOT due at this time.** Payment will be due when submissions are delivered.

CLASSES:

Anyone who is interested in teaching a class must provide the following information asap, so that we can schedule class and be sure it does not overlap or interfere with another class, plus get the publicity going. Please understand that as an Instructor, you are volunteering to teach a class, therefore, there is no "pay" or "fee" that will be given to you. However, you will keep the monies from your class. Listed, as follows, is the information needed by us. There is a form for you to complete and submit.

Instructor. What will you teach? Supplies needed will be provided by the instructor and included in the cost of the class. Please keep it simple and/or fees down. If you'd like to provide a list of supplies, we can send it out to the organizations to see if anything can be donated. Dates available; length of class (no longer than 2 hours please); class size (the space will hold three (3), 8' tables, with 5 at each table, so 15 would be the limit). How many classes do you want to teach? Best available times for you. A title would be great, as well as a description of the class. This will give us better information for advertising. A tag line would be great too, as well as an example or two of what you are teaching.

VOLUNTEERS:

Each organization will need to provide volunteers for the duration of the Show. One volunteer from each organization is needed at all times.

We do not expect every artist/photographer, to be there every minute we are open. However, we must have volunteers that are able to greet visitors, wrap purchases, talk to the visitors, assist with whatever is needed, keep the area clean, etc. This may be difficult to do if you are exhibiting, working on a piece while you are there and trying to be a Staff/Volunteer. We are suggesting that you donate a few hours devoted to Staff/Volunteer, then devote whatever time you wish to being the artist/photographer. You can do this all in one day, or spread out your time over the weekend. It is impossible for 1 or 2 persons, from each organization, to be there all the time. We thank you in advance for your patience and understanding. Should there be members of your organization that are not entering the Show, but are willing to donate time to Staff/Volunteers, that would be greatly appreciated as well as a great help.

ADVERTISING:

The Pittsburgh Mills will begin advertising shortly. Right now, it's just the dates, times and a few Tag Lines and Blurbs about the organizations and artists. Within the next 10 days, we will produce a flyer with more information to be circulated. (Each organization will receive the flyer. Please print it and put it up everywhere you can.) Mr. Diaz, the Pgh Mills Manager will be advertising through various social media sites & flyers in the Mills. We are trying to get flyers at the stores in the various smaller strips in the Mills.