



November 9, 10, & 11, 2023  
806 Summit Avenue, Detroit Lakes, MN 56501

## Registration Form

**Deadline to Register:** Friday, October 6, 2023

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

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

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

Description of Your Art: \_\_\_\_\_

Social Media (if available):  Facebook.com/\_\_\_\_\_  Instagram.com/\_\_\_\_\_

### What do you need for the show?

- \$35 - **Booth Space** (8' by 30" space)
  - With Table & Table Cloth
  - No Table
  - Two-Sided Access
- \$20 each - Additional Booth Space (8' by 30" space)
  - With Table & Table Cloth
  - No Table
  - Two-Sided Access
- I need access to an electrical outlet (I understand I will be along the wall)
- \$25 – **Artist Spotlight:** Promote my artwork to 3,000+ Holmes Art Cellar and Historic Holmes Theatre social media followers

Comments: \_\_\_\_\_

### Payment details:

- Check enclosed (# \_\_\_\_\_)
  - Credit Card Payment: Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ CVC: \_\_\_\_\_
- Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature \_\_\_\_\_

I have read and agree to the Registration & Art Show Guidelines that accompany this letter.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Questions?** Call Carmen at 218-844-4221 x115 or email [VisualArts@dlccc.org](mailto:VisualArts@dlccc.org)



November 9, 10, & 11, 2023

806 Summit Avenue, Detroit Lakes, MN 56501

## Show Guidelines

1. Limited spaces are available and will be filled on a first-come-first-serve basis.
2. Artists must be 18 years of age or older or working with an adult/parent.
3. **Entry fee is \$35.00 per artist. Additional tables/spaces are \$20 each.** Each artist must have their own space. A consortium of artists (two or more artists) pay \$50/table with additional tables at \$25 each.
4. **Artists will receive an area of 8'x 30" to display their work with one 8' table available.** Electricity is limited and is available on a first come, first serve basis. (Please note this requirement on registration form).
5. Regardless of prior show participation, artists should submit a small biography, 3-5 photos, and a short description of your work. Artists can send via email to [VisualArts@dlccc.org](mailto:VisualArts@dlccc.org).
6. **Set-Up** will take place 10:00 am-3:00 pm Thursday, Nov. 9. If these hours will not work for you, please contact Carmen to work out alternate arrangements.
7. **Show Hours** are Thurs. 4:00pm-7:30pm / Fri. 10:00am – 7:30pm / Sat. 10:00am – 7:30pm
8. **Tear-Down** - All items must be removed on Saturday, November 11 by 9:00 pm.
9. The Holmes will collect a **consignment fee of 20% of each sale.**
10. All sales money will be collected by The Holmes. **You must include taxes in your labeled prices** as The Holmes will not calculate/collect taxes separately. Please price your items accordingly. If your items are not correctly priced, the consignment fee increases to 30%.
11. **Artists are NOT required to be present during the show.** However, buyers are more likely to purchase your work when someone familiar with your items is available to engage and answer questions.
12. Artists must submit a **State of Minnesota - Operator Certificate of Compliance/ST19** with their registration.
13. Each piece of art must be **clearly labeled with your ARTIST CODE** (given to you after registration) **and item's price.** Note, if not clearly priced/labeled, the consignment fee increases to 30%.
14. Exhibitors must display artwork on appropriate easels or display racks.
15. The ballroom is secured in the evening. However, The Art Show committee and/or the Holmes Theatre are not responsible for loss or damage to participant's items.
16. **This is a juried show and community event.** Artwork needs to remain PG13 or under as we have shoppers and viewers of all ages. Artwork/items should be handmade originals or a print/replica of the Artist's original design. The Holmes Art Show committee reserves the right to reject any artwork.

Please contact Carmen with additional questions or concerns:

Call 218-844-4221 x 115 or E-mail [VisualArts@dlccc.org](mailto:VisualArts@dlccc.org)