

WINTER ART SALE

IN-PERSON ART SALE DATES: DECEMBER 3 + 10, 2022



VENDOR APPLICATION INFORMATION

WINTER ART SALE

The Indianapolis Art Center is calling for artists and artisans for its 2022 Winter Art Sale - a total Online Takeover! **Beginning Friday, November 18, the online Art Center Marketplace will feature artwork, wares, and artisanal goods from local and regional artists** including some of the Art Center's very own Teaching Artists, Students, and Staff. Guests will be invited to shop online while supporting the Art Center community! **PLUS...Enjoy In-Person Shopping Days on December 3 and December 10.**

CALENDAR OF EVENTS

- **Wednesday, November 9, 2022 – Applications Due**
- Friday, November 11, 2022 – Artist Notifications Sent
- **Friday, November 18, 2022 – Vendor Fee Due for In-Person Art Sale**
- **Friday, November 18, 2022, Live at Noon – Online Winter Art Sale**
- **Saturday, December 3, 2021, Noon-5 pm – In-Person Winter Art Sale**
- **Saturday, December 10, 2021, Noon-5 pm – In-Person Winter Art Sale**

ONLINE VENDOR FEES

- 35% commission of sales made on the Art Center Marketplace
 - Includes a vendor shop online for the entire duration of the sale + beyond.
 - Commission will be taken out of all sales made on the Art Center Marketplace.
- PayPal Transaction Fees
 - PayPal fees apply to sales and vendor payout transactions.
 - These fees are minimal and typical for online payment processors.

HOW TO APPLY

Complete the attached application form by Wednesday, November 9, 2022. Turn in completed application to Guest Services or email to: Shannon Bennett at SBennett@indplsartcenter.org with the subject line "Winter Art Sale 2022 Application". If you do not specify a website on your application please submit up to 3 example images representative of your current work. Applications will be reviewed and a response will be sent to the applicant via email on Friday, November 11, 2022.

Accepted artists can participate in one or both days of the In-Person Art Sales. Please let us know on the application with your preferred date(s). Accepted artists may participate in both dates as long there are spots available. It is preferred that all artists list at least 5 pieces to the online Art Center Marketplace.

ELIGIBILITY

- Application submission is free and open to all artists over the age of 18.
- Collaborative works made between artists are eligible for inclusion.
- All artwork, wares, or artisanal goods* must be original and handmade by the artist(s)/artisan(s).
- All mediums are eligible.
- Ability to use the vendor portal of the Art Center Marketplace to upload, manage, and take responsibility for your own artwork.
- Ability to upload quality images of artwork onto the Marketplace.
- Artist/Vendor must be able to arrange shipping and/or local pick up of artworks sold online.
- **It is preferred that each artist list at least 5 art pieces online in addition to the in-person art sale dates.**
- Applications will be juried for acceptance by Indianapolis Art Center Staff.

*Artisanal goods is defined as items that are handmade but are not traditionally viewed as "Fine Art" such as: candles, wearables, personal care goods, home goods & food products.

IN-PERSON DATES!

**December 3 + December 10
Noon-5 pm**

**Enjoy selling in-person at the
Indianapolis Art Center!**

- **Limited Spots Available For Each Day**
- **Artists Juried for Acceptance**
- **Participate in One or Both Days**
- **No commission percentage taken out of in-person sales**

\$100 VENDOR BOOTH FEE

ONLINE BENEFITS TO ARTISTS AND VENDORS

- Presence on the online Art Center Marketplace.
- Promotions of the Winter Art Sale via digital advertising, social media, online calendars, eNewsletters, etc.
- Artists will be able to manage their own product listings.
- Following the Winter Art Sale, artists will be given the opportunity to have their online storefront remain online. More details will be communicated with the artists after the applications have been processed.
- Promoted to the Art Center's established email database audience of over 17,000, Facebook audience of over 22,000, Instagram audience of over 6,500, and Twitter audience of over 13,000.

ACCEPTED APPLICATIONS

If your application is accepted, you will receive a contract to fill out and return along with instructions on how to create a vendor account, set up your profile, and populate your products.

ONLINE SALES

The Indianapolis Art Center will take a 35% commission of all ONLINE sales. Sales made on the Art Center Marketplace during the Winter Art Sale will be handled completely by the artist/vendor. When setting up your account you will be able to set up all of your financial information so that your portion of the sales will be accessible upon request through the Marketplace with the payout transferred through PayPal. As with all online selling platforms, there is a very small transaction fee charged through PayPal to all sales. This fee is very minimal and is typical of using an online payment processor.

IN-PERSON SALES

The Indianapolis Art Center takes NO COMMISSION from IN-PERSON sales. All in-person sales are handled by the artist. It is the artist's responsibility to report and sales tax resulting from sales. The artists are responsible for their own sales equipment including, but not limited to, phones, ipads, card readers, chargers, etc.

SHIPPING

Each artist/vendor is responsible for managing the shipping and/or local pick up of artwork from any online sales. The artist/vendor must be able to communicate with the buyer and either set up their products with a shipping option built into the products, negotiate additional shipping fees after the sale has been completed, or communicate instructions for local pick up.

LIABILITY

Each artist/vendor is liable and responsible for maintaining their online account and keeping their profile and products up-to-date and accurate through the duration of the sale. Failure to do so may result in the closure of their vendor account. Each artist/vendor is liable and responsible for the shipping and/or pick up of artwork.

Questions? Contact Shannon Bennett, Vice President of Events , at SBennett@IndplsArtCenter.org or 317.255.2464.

WINTER ART SALE

IN-PERSON ART SALE DATES: DECEMBER 3 + 10, 2022



VENDOR APPLICATION: ONLINE MARKETPLACE + IN-PERSON WINTER ART SALES

Please complete the following information to be used for the application process to take part in the Online Winter Art Sale. If you would also like to be considered for the In-Person Art Sale Dates please indicate below. If there are any changes to be made to this information, please let Shannon Bennett, at SBennett@IndplsArtCenter.org, know as soon as possible. Please retain a copy of this form for your own records. **Applications are due: Wednesday, November 9, 2022**

Artist(s) Name: _____

Date of Application: _____

Mailing Address: _____

City/State: _____ Zip: _____

Telephone Number (with area code): Home _____ Cell _____

Email: _____

Medium: _____ Price Point: _____

Please supply a description of your work: _____

Sell your artwork online? If yes, what is the website address?: _____

\$100 VENDOR BOOTH FEE

IN-PERSON DATES!
December 3 + December 10 • Noon-5 pm

NO COMMISSION FEE

I would like to **ONLY** participate in the **ONLINE** Winter Art Sale? Yes No
This is my **IN-PERSON ART SALE** preference of date.* December 3 December 10

*It is preferred that every accepted artist list at least 5 art pieces to the Online Marketplace.

Please submit up to 3 example images representative of your current work. These can be printed and attached or emailed.

Questions? Contact Shannon Bennett, Vice President of Events, at SBennett@IndplsArtCenter.org or 317.255.2464.