

15th Annual

HOLLIS WINTER ART FAIR 2024

December 7, 2024

Dear Artist,

Thank you for your interest in the 15th annual Hollis Winter Art Fair. This event continues to improve each year, and we are thrilled you want to be part of it.

Hollis will host our annual fall fundraiser on October 13th, which includes both a silent and live auction. If you would like to donate an item to this event, please indicate on your application. This is an excellent way to introduce your work to our patrons.

Please complete & submit the following application no later than **OCTOBER 1, 2024**.

Digital application form is available (and preferred) online at www.holliscenter.org/hollis-art-fair

Contact us with questions.

Kind regards,

A handwritten signature in black ink that reads "Dave". The letter "D" is large and stylized, with a long horizontal stroke that loops back under the "a".

Dave Mareske
Executive Director

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HOLLIS WINTER ART FAIR 2024

Submit Application for entry by October 1, 2024 to

Hollis Renewal Center • PO Box 402 • Bonner Springs, KS 66012

Or by email: info@holliscenter.org | www.holliscenter.org/hollis-art-fair

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 <small>(FB, Instagram, Twitter etc.):</small>			

ALL WORK MUST BE CREATED 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'____

Does your display require electricity? Yes __ No __

Each Artist must submit a reproducible digital photo of their artwork with their application. Image will be used by Hollis to promote of the event. **Please send digital photos to:** info@holliscenter.org

ARTIST'S PARTICIPATION STATEMENT/CONTRACT

It is UNDERSTOOD THAT—

HOLLIS WINTER ART FAIR 2024 event is **10:00 AM - 6:00 PM** on **SATURDAY, DECEMBER 7, 2024**

My application is my commitment to participate fully from 10AM to 6 PM on Saturday, December 7, 2024.

I have read the Winter Art Fair Information and agree to all the conditions stated.

Percentage of my sales I choose to donate to Hollis: 15% (minimum) 20% 25% Other ____%

Artist Name: _____ Date: _____

I would like to donate an item for inclusion in the Hollis Fall Fundraiser on October 13, 2024

HOLLIS WINTER ART FAIR 2024

ARTIST INFORMATION, PAGE 1

When: Saturday, December 7, 2024
10AM-6 PM | Sip and Shop Happy Hour 4-6 PM

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

Contact: Dave Mareske, Executive Director of Hollis
info@holliscenter.org
(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 night, so artists may set up and leave their artwork in the building on Friday night, if they choose.
- Checks will be sent to the artists promptly the week after the sale.

HOLLIS WINTER ART FAIR 2024

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. Please let us know if you require electricity for your display.
- **All prices should be rounded to dollar amounts**, please no “cents”.
- Artists may set up their space on the evening of Friday, December 6 between 5:00 – 9:00 PM, or on Saturday morning (Dec. 7), from 7:00 – 9:30 AM.
- Artists will take down their displays after 6:00 PM on Saturday Dec. 7th.

Entry Fee:

There is no entry fee or booth fee. Participating artists are asked to donate a minimum of 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. It is at the discretion of the artist to increase their donation amount, please indicate level below.

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 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.