

Pollinator Festival

Saturday, October 2, from 9:00 a.m. to 2:00 p.m.

Set-up is 7:30 a.m. to 8:30 a.m.

Mercer Botanic Gardens

22306 Aldine Westfield Road, Humble, TX 77338

WAL Artists, Thank you for your interest in exhibiting your pollinator/accidental pollinator art, and “Thank You” to those artists who are also volunteering to help at the Pollinator Festival! You must be a current WAL member to participate in this event.

Complete this form and email back to me. We need to get an idea of how much artwork and volunteers we have so far. This is an editable pdf you can download and complete, save your edited file to different file name.

Or, print the pdf, complete the form, take a photo or scan, email your completed form to me at scooper.coopercreativdesign@yahoo.com.

WAL Artist Information

Artist Name: _____ **Phone Number:** _____

Artist Mailing Address: *(Where do you want your check sent for any sales made? Twenty percent of each sale from a contact made at this event will be donated to WAL).*

Street: _____ **City:** _____ **Zip:** _____

Email Address: _____

Art: *Briefly describe the art you want to exhibit*, only need approx. sizes and type of your art, i.e. framed oils, photos on canvas, cards, etc. I will be sending an **Artist Registration form** and **Artist Tags** to you by the end of the weekend to complete with your art information. We’re not limiting the amount of art at this time, so if you have small art, you can have more pieces. We can judge from the information you provide on this form. If we need more art and volunteers, I’ll post and email one more notice.

If we have space and the weather cooperates, you could bring stand-up easels for some of your larger art. I’ll find out more about WAL’s space and let you guys know, and let’s watch the weather. Please describe your art example, 4 ea. 24”x20” framed photos, 5 ea. 11”x14” unframed acrylic on canvas, something like that.

How many need to hang on panels? (*Must have wire hangers.*) _____

Do you have nice boxes/containers/sling (*is that what it's called*)? for your small/med art, or unframed prints, which could sit on a table or on the ground for people to look through?

Packaging/Packing Material for Sold Items: If you have special packaging/packing bags, sleeves, etc. for your art, put in bag with your name.

Note: If you only have a few pieces of artwork and are unable, or don't plan to volunteer this time, be sure to attach your Registration form and tags to your art, and bring to WAL's Studio & Gallery on Sawdust before the event and one of us can transport your art to and from. (Hope we sell and won't have to transport back!).

Email me so I can make sure we pick-up your art before the event. If you could have to WAL no later than 11:00 a.m. Friday, October 1, that would be great!

Or, if you're planning to come a little later to Volunteer at the booths, you could leave your art at WAL Friday and we can bring so you don't have to make two trips.

For those artist bringing art to Mercer Saturday morning, October 2, please be there no later than 8:00 a.m.

TAGS

Be sure all your art and items have a tag on the front and back and that you attach a copy of your Artist Registration form to your art as this will be our check list when selling. I will email you the form and tags over the weekend or before.

I'll be sending a generic pdf for your tags if you want to use, or create your own. Tags must have following info: Artist Name, Title of Art, Media Used (oil, acrylic, mixed??), Size WxH (with frame), Artist Contact Info., Price.

VOLUNTEERS

Please let me know what times you'd like to help out.

Morning, Set-up Starts at 7:30 a.m.

- We will have to hustle when we get to Mercer. They want us set-up by 8:30 a.m., the event starts at 9:00 a.m.
- **Panels:** We may need help transporting panels to and from event, and help with set-up and take down of panels. (I will load as many as I can in my Rav4, but also have a couple of folding tables to transport to use if we have room outside tents, mine & maybe other artists art, etc.)
- **Banner:** Once we have panels and tables set-up / arranged, and if our two tents are close enough to each other, we'll need help hanging our new WAL banner across our tents! Tom ordered an extra, it's like the one in front of the WAL Studio. It should help get us noticed!

- **Hanging & Organizing Art:** As soon as panels and tables are set-up and arranged, we'll start hanging and organizing art.
- **Take-Down:** We cannot start packing up until 2:00 p.m. when the event is over, so if you're picking up art please be at Mercer by 2:00 p.m. May need help taking down and transporting panels and art back to the WAL Studio.

Can you **Volunteer to help with any of the above?** _____ **And, time?** _____

Kids Arts/Crafts Tent

One of our tents will have a table set up for several arts/crafts projects for the children to participate in. We cannot sell art in this tent. Let me know if you want to help out with the Kids table? May need to move between tents as needed. Want to help with the kiddos?

Thanks all, I'll be in touch soon. This is all I can think of right now. One more thing...

There's still time to (if you haven't already), REGISTER your art for our South County Community Center Exhibit. Deadline extended until end of day tomorrow, Thursday, September 23. Go to WAL's website at: www.woodlandsartleague.org and to the Exhibitions and Shows tab and register.

Sandra Cooper
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832-423-6883 (leave me a message please)