



Dear Artist,

Thank you for your ongoing support of The Prairie Art Gallery. We write today to provide you with details of this year's Art Auction fundraiser that we hope may interest you. Please take note of the following important information that includes changes that will take effect at the 32nd Annual Prairie Art Gallery Art Auction fundraiser.

- **Art Auction Date: April 28, 2012** *(don't forget to mark your calendar)*

The Art Auction will take place on **Saturday, April 28, 2012 at the Teresa Sargent Hall in the Montrose Cultural Centre** (9839 - 103 Ave, Grande Prairie, Alberta).

- **Contract Submission Deadline Date: March 15, 2012**

If you wish to donate a work of art, please mail or fax your contract to The Prairie Art Gallery. Our address, hours, and contact information are listed on the artist contract and on the following page. Please submit your framed artwork with your contract on or before March 15, 2012 if you require the Gallery to photograph your work.

- **Artwork and Digital Image Submission Deadline Date: April 1, 2012**

If you did not submit your artwork with your contract on March 15th, please have your framed artwork delivered to The Prairie Art Gallery by April 1, 2012. This year we are requesting all donating artists to please also submit a digital image of their work to The Prairie Art Gallery by email to rob@prairiegallery.com. These images will be used in the 2012 Art Auction Commemorative Catalogue. Digital images should be in JPEG format, 300 dpi, and sized to 1000 pixels maximum on the longest side.

- **Raffle Me An Artist:**

This year, Art Auction guests can enter a raffle to win a commissioned work of art by the artist of their choice. The winning raffle ticket will receive a \$500 discount off of a commissioned piece of art. The chosen artist will receive \$500 from The Prairie Art Gallery upon completion of the work. This artist will negotiate with the raffle ticket winner regarding the size, style, colour palette, and any additional fees. If you are interested in letting your name stand for this raffle, please check the appropriate circle on the Artist Contract.

- **Donating Artist Complimentary Ticket:**

All artists with artwork in the live and silent auction will receive one complimentary ticket to the event. Please note, this is a ticketless event. If you are going to attend the event, please inform us by checking the appropriate circle on the artist contract. Please indicate on the Artist Ticket Order Form if you would like to purchase any additional tickets for your spouse or guests.

- **Artist CV/Biography**

Please submit your current Artist CV and biography so we may permanently archive your information in our files.



We welcome your donations and accept original, two or three-dimensional artworks in any media. Since the auction is a fundraiser, we strive to keep costs to a minimum and therefore require that all artworks be framed or otherwise ready for presentation. Works on paper should be matted to museum standards on acid free mat.

In order to allow for the best display of all donated artwork and to ensure that every work sells for a fair price, there is a limit to the number of works that can be displayed and sold at this event. Works not selected for the auction event will be returned to the donor.

Works selected for the event will entitle the artist to a complimentary, non-transferable ticket to the event. A tax receipt for the stated value of the artwork, * (*artwork must reasonably reflect fair market value*) less the price of the ticket (\$100) will be issued to artists for all works auctioned.

We strive to present a very special art auction event each year and hope any changes will ensure a positive fundraising result for the Gallery while maintaining a positive experience for everyone involved.

Thank You Sincerely,

Robert Steven
Executive Director/Curator
On behalf of the 2012 Art Auction Committee

Enclosure

GALLERY HOURS:

Monday – Thursday: 10 am – 9 pm

Friday: 10 am – 6 pm

Saturday: 10 am – 5 pm

Sunday: 1 pm – 5 pm



THE PRAIRIE ART GALLERY

32ND ANNUAL ART AUCTION

ARTIST CONTRACT

Artist's Name: _____ Phone: _____

Address: _____

City/Town: _____ Postal Code: _____

Email: _____ Website: _____

I agree to donate one framed work of art to The Prairie Art Gallery's 32nd Annual Art Auction, and understand that if my piece is selected for the event (live or silent auction) I will receive the following:

- One complimentary non-transferable ticket to the Art Auction (value \$100.00).
- A one-year complimentary Gallery membership.
- Publicity as a donor to the Art Auction and inclusion in the Art Auction Catalogue.
- A tax receipt for the fair market value of my framed work, less the value of the free ticket.

Title of Work: _____

Media Type: _____ Dimensions: _____

Date of Work: _____ Value of Work: _____

- Please use the space below to provide a brief artist statement that will be included in the art auction catalogue in the event that your piece is selected. (40 words or less)

- DEADLINE DATE for submitting your contract to the gallery is **MARCH 15, 2012**
- DEADLINE DATE for submitting your digital image to the gallery is **APRIL 1, 2012**
- DEADLINE DATE for submitting artwork to the gallery is **APRIL 1, 2012**
- Please indicate the number of times you have donated art to the Art Auction: _____
- Please check circle if you're interested in participating as an artist in, RAFFLE ME AN ARTIST
- Please check one of the following circles regarding event attendance. YES I WILL ATTEND
- Please fill out the attached Ticket Order Form if you would like to purchase additional event tickets at \$100 each. NO I WILL NOT ATTEND
- Please drop in person, mail or fax this completed contract to The Prairie Art Gallery:
The Prairie Art Gallery, #103, 9839 - 103 Ave. Grande Prairie, AB, Canada, T8V6M7
Fax Form to (780) 539 - 9522

Artist's signature: _____ Date: _____

FOR OFFICE USE ONLY

Work Received Comp. Ticket Issued Comp. Membership Issued Tax Receipt Issued