

**Botanical Blacksmith Exhibit**  
**Artist Registration Form**  
**Please complete one form for each submission**

*Thank you for participating in the first Tucson Botanical Gardens' Botanical Blacksmith Exhibit. We're all excited and honored to be partnering with the blacksmith's of Arizona. Please take a moment and complete one (1) registration form for each piece submitted. – Thank you for your time and talent.*

*~ Michelle Conklin, Executive Director*

**Artist biography attached**

Name \_\_\_\_\_

Studio Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Title of Piece \_\_\_\_\_

Medium/Description of your piece \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Size \_\_\_\_\_ Retail Value \$ \_\_\_\_\_

Are you available to conduct public demonstrations?  Yes  No

*The Gardens staff reserves the right to decline any artwork that is deemed unsuitable for the exhibit*

While the Gardens offer no exterior or interior wall space, there *may* be an opportunity to suspend/hang art from Ramada structures.

*Please circle what is needed for the proper display of your work:*

Pedestal    wall    other

(describe)\_\_\_\_\_

\*\*\*\*\*

I have read and agree to the exhibition and sale guidelines.

Signature \_\_\_\_\_ Date \_\_\_\_\_

For publicity purposes, please send high resolution of actual pieces along with this form or email as soon as possible to: Indicate Title, artist name, medium and dimensions.

## *Did you?*

- ✓ Review the Guidelines
- ✓ Complete an Artist Registration form for each piece of art
- ✓ Complete the Form AZ W-9

## RETURN FORM(S) TO:

Tucson Botanical Gardens  
c/o Botanical Blacksmith  
2150 N Alvernon Way, Tucson, AZ 85712



## Botanical Blacksmith Exhibit

Revised 9/20/17

### GUIDELINES

Please keep in mind that artworks may be subjected to direct sunlight, rain and other elements of nature. The Gardens does not have the facilities to protect works from the elements.

◆ **Event deadlines.**

- ◆ To be included in all printed materials and in order to produce exhibit signage in a timely manner, your completed Artist Form, and digital images must be received at the Gardens by **March 30, 2018 4:00p.m.**
- ◆ **Artwork may be delivered to the Gardens between the hours of 8:30 am and 3:30 pm on: Tuesday, April 10 or Wednesday April 11, 2018.**
- ◆ Unsold artwork remains the property of the artist and must be removed by **Saturday, June 2, 2018 by 4:00 p.m.** If no provisions have been made to pick up work at a later date, all work remaining on property after June 30<sup>th</sup>, becomes the property of the Tucson Botanical Gardens. The Gardens is not responsible for return shipping expenses in the case that a work does not sell, but will cooperate with the artist to be sure it is returned safely.
- ◆ Artists are encouraged to provide business cards and brochures for display in designated areas of the Gardens during the exhibit.
- ◆ Every effort will be made to display each work to its best advantage, considering the limitations of space and the delicate nature of the Gardens' living collections. The location of all artwork will be at the discretion of the Gardens' staff.
- ◆ The Gardens takes reasonable measures to ensure the security of pieces in this outdoor art exhibit. In the event of theft or damage to any work of art, the Gardens responsibility is limited to no more than the 70% artist's share of its retail value.
- ◆ Opening Night Reception (optional) - the Artist(s) are responsible for providing all food and beverage cost associated with a public reception. The Gardens will provide upon request, tables, chairs and linens.
- ◆ SALES: All sculptures will be offered for sale to the general public. BB shall provide a spreadsheet that states the title, image number if applicable, prices to be charged for each sculpture and the declared value of each piece for insurance purposes, at least **30 days** prior to the Exhibition. Declared values cannot exceed prices. A 30% commission will be deducted by the Gardens from the funds received for each sale.
- ◆ Sculptures on display may be released prior to the close of the the exhibition schedule. If a piece is removed from the display, it will be replaced by a sculpture of similar size.
- ◆ PAYMENT: All payment to BB\* from funds received for each sale will be distributed following the close of the exhibition. The Gardens agrees to send payment to the Exhibitor less the commission within 20 days following the close of the Exhibition.  
*\*In order for the artist to receive payment from TBG, each artist must complete and return Form Arizona W-9.*