

WOAS | **RALEIGH** **WORLD OF ART** **SHOWCASE** | **2013**

November 1 - November 3, 2013
VIP Opening Preview: October 31st, 2013
Raleigh Convention Center

APPLICATION PACKAGE 2013 **Deadline: June 1st, 2013**

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EXHIBITOR APPLICATION

(please print or type)

Artist or Gallery Name (name that will appear on all advertising, brochures and signs):

Contact Name:

Address:

Telephone

Fax

Artist Email Address

Contact Email Address

Website

Which Booth Package are you applying for (Packing info. can be found on page 2):

Choose one:

Gallery Booth Package

Artist Booth Package

METHOD OF PAYMENT

Credit Card Information:

Please charge the application fee in USD to

Mastercard

Visa

Amex

Name (as it appears on card):

Cardholder Number:

Expiration Date:

Security Code:

Billing Address:

Payment & Credit Card Guarantee

The World of Art Showcase requires that you provide the credit card authorization to guarantee payments for this event upon the applicant's acceptance and agreement by both parties. For your convenience, unless fees are otherwise paid/arranged by the exhibitor with the Show Management, a credit will be charged without further authorization, we will use this authorization and charge your card for additional services including any additional and unpaid changes incurred by the exhibitor during the event of the World of Art Showcase Raleigh 2013.

Payments are Non-refundable and Non-transferable

I understand that by signing below I will automatically receive information about the World of Art Showcase services or events related to it.

Applicant Signature

Date:

I hereby authorize all transactions made by the World of Art Showcase for fees and payments relating to the World of Art Showcase Raleigh 2013 as stated above. No charges will be made on fees and payments already received by the World of Art Showcase through another method of payment.

WORLD OF ART SHOWCASE (WOAS) APPLICATION GUIDELINES

1. Complete and sign the Application and Payment Form(s) and submit the following information via WOAS automated online submission website or email (you will receive confirmation upon submission):

Online: Submit through our automated online submission page at:
www.WorldofArtShowcase.com/submit-application-online

Email: Email in the following format to:
Apply@WorldofArtShowcase.com
(Subject Line: WOAS Application-Artist Name/Gallery Name)

Other ways to submit the Application Form and Payment Method ONLY:

Mail: World of Art Showcase
PO Box 58638J
Raleigh, NC 27658-8638

Fax: 1-919-873-9565

Pay Online: www.worldofartshowcase.com/how-to-apply

2. Include the application fee in the amount of \$25.00 USD **PER ARTIST**. (For applicants submitting more than one artist please submit all required application information plus the \$25.00 USD fee PER ARTIST)

3. Include an exhibitor statement describing the artwork and exhibition space the applicant desires to present at the WOAS. (File Format: *Lastname-Firstname-exhibition*).

4. An artist resume. (File Format: *Lastname-Firstname-resume*).

5. A minimum of five and maximum of ten 75-300 dpi JPGS of artwork the applicant proposes to present at WOAS 2013.

File names must be in the following form:

Lastname-Firstname-title-medium-size-year.jpg

Ex: Smith-Mary-Untitled1-Oiloncanvas-12inx16in-2013.jpg

(Images may also be submitted to the above email address via dropbox or yousendit).

6. Other promotional material pertaining to your gallery and artists represented is welcome. All material must be digital files and emailed to Apply@WorldofArtShowcase.com. (Please do not mail Please do not mail brochures, CDs or any excessive material not required in the Application Guidelines.)

All applications will be reviewed by a panel of art professionals selected by the WOAS board of directors. Applicants will be judged on the quality of the works submitted.

A Letter of Acceptance will be provided to successful applicants when the selection process has been completed. Accepted applicants must confirm their booth reservation within 15 business days after issuance of their acceptance notification to qualify as Exhibitors. Failure to confirm the booth reservation will result in a cancellation of the booth reservation.

Those applicants not accepted or wait-listed will be notified promptly.

Upon WOAS receipt of confirmation of the booth reservation, Exhibitors will receive an Exhibitor Services Package containing all necessary information, forms relating to: schedules, deadlines, booth additions, lighting additions, wall additions, telephone/internet requests, taxes, etc.

Confirmed Exhibitors will have 30 days from the acceptance notification to remit 50% of the booth package fee to the WOAS or they will forfeit their booth reservation. The other 50% must be remitted no later than 90 days before the date of the opening reception (August 2nd, 2013).

The following Packages are available:

Gallery Package: 12' X 8' (96 sq. ft.) Cost: \$4,500.00
(The Gallery Package will contain both a Gallery and an Artist listing. Each artist exhibiting must submit the official application/plus fee to be considered. There will be NO commission taken.)

Artist Package: 12' X 8' (96 sq. ft.) Cost: \$700.00*
*additional 25% commission will apply to all sales

Corner booths: premium will apply and will be awarded

Packages Include:

- 10' high hard wall panels
- Installation and removal
- 12 linear feet of tri truss
- 2 tracks with 3 lights per track total: 6 lights
- Electrical power for lights only
- Participation throughout 2013 WOAS website-provides promotion: bio/video/artwork/description/etc
- Listing in the official WOAS catalog (additional ad space will be available for purchase)
- All advertising to consumers via electronic media, magazine, direct mail, direct content, periodical and TV/radio
- Exhibitor passes (for exhibitor/staff only)
- 2 complimentary passes to the VIP opening preview (for exhibitor and booth staff only)
- 10 VIP packages for exhibitor collectors/clients
- 30 single-use admission vouchers (available online; advance hardcopy available upon request and payment of shipping cost)
- Booth cleaning

For larger/multiple booth requests please contact the show office.

Additional Fees may apply to exhibitors by request: furniture rental, extra walls, electrical outlets, wireless internet, additional lights, etc.

Please contact show office regarding specific requests.

WOAS reserves the sole right to make all exhibitor placements. Special requests concerning location and space requirements will be considered based on number of booths ordered, date the application and booth payment are received, but cannot be made a condition of participation.

TERMS AND CONDITIONS OF PARTICIPATION

The World of Art Showcase Raleigh 2013/WOAS 2013 is managed by World of Art Showcase, LLC ("Show Management"). The Terms and Conditions of Participation govern the Exhibitor's participation in the World of Art Showcase Raleigh 2013 also known as WOAS 2013 ("The Show"). The Show Management reserves the right, at any time, without notice to alter the Terms and Conditions of Participation and to make additional conditions and rules of participation. Submission of an application to participate in The Show constitutes the Exhibitor's acceptance of the conditions set forth below and any subsequent modifications as they may be made from time to time.

1. Application Submission

Application for booth space for The Show may be made only on the official application and must be signed and returned by the methods outlined Application Guidelines Section 1. All applications are subject to acceptance as described in the WOAS application guidelines.

Applications will only be considered upon receipt of the official application form and requirements, accompanied by the application fee of \$25.00 for **EACH** exhibiting artist. **Applications must be received by the show management by June 1st, 2013.**

2. Admission/Payment

All applicants will be judged by an expert panel appointed by the Show Management that will evaluate applicant submissions and extend Exhibitor invitations. The Show Management shall be the final judge of all applications and may accept or reject applications in its sole discretion. The Applicant warrants that all the information in his/her application is accurate and that all work submitted for exhibition is original to applicant. Applicant shall indemnify and hold harmless the Show Management and its principals, agents and employees; and defend and hold harmless Show Management for and from any and all loss, damages, costs and expenses, including but not limited to, attorneys fees, in connection with any claims, including copyright infringement and/or contributory infringement, for which Show Management may be sued or held liable related to work submitted by or through the Exhibitor.

This application/agreement when countersigned by both parties, becomes a binding agreement (the "Agreement") regarding participation in The Show. Upon acceptance, applicants will be required to confirm their attendance/booth reservation 15 days after issuance of the Agreement and will be known hereafter as "Exhibitor." Accepted applicant's failure to confirm their booth reservation to the Show within 15 days will forfeit their booth reservation and this Agreement will be cancelled. Exhibitors are required to pay 50% of the listed booth cost 30 days after issuance of the Agreement and failure to meet the Agreement requirements and deadlines will result in loss of acceptance to The Show. The Exhibitor will be issued a final invoice after receipt of the deposit and the remaining balance, including any additions to the booth package that the Exhibitor selects must be paid in full 90 days before The Show Exhibitor installation day (August 2nd, 2013). Any Exhibitor whose booth space has not been paid in full by the Show opening date will not be permitted to exhibit and, in such event, Show Management may cancel the Exhibitor contract, reallocate the space and retain any payment(s) made. Notwithstanding the foregoing, the Exhibitor shall remain responsible for the unpaid portion of the full amount for the booth rental and any booth package additions. Failure to make payments by deadlines will result in automatic charges to Exhibitor's credit card.

3. Exhibition Presentation

To provide a consistent look to the show, all booths walls are solid white panels (except for special exhibitions). Written approval for special exhibitions must be signed and approved by the Show Management. No Exhibitor may alter the color of the wall panels. Any Exhibitor who wishes to alter the color of the wall panels for a special exhibition must have the prior written approval from Show Management. Non-compliance will result in a financial penalty or exclusion from the show. All artwork on display must remain installed at all times. It is the Exhibitor's responsibility to ensure the storage of any artwork that is not installed. Show management reserves the right to remove any object that does not meet exhibition requirements. Exhibitor will not be permitted to dismantle their booth until official closing time. Exhibitor agrees not to disturb or begin packing until official closing time and all customers have left the exhibition floor. Non-compliance may result in loss of future opportunity to exhibit with the World of Art Showcase.

4. Authenticity

No Exhibitor may show an artist that has not submitted an official application and been approved by Show Management. No Exhibitor may sublet his/her booth either entirely or partially. Products, exhibitors or individuals other than those specified in the application may not be shown in the booth. Exhibitor must have proof of authenticity for all work at the Show.

5. Electrical Services

Additional booth lighting, wiring and outlets shall be at the Exhibitor's expense unless approved in advance by Show Management. No exhibitor may install his/her own power connections. Exhibitor agrees to abide by all fire safety, security regulations, ordinances, as well as the regulations of the Raleigh Convention Center

6. Space Assignment

Show Management cannot guarantee the Exhibitor additional space will be available for rental. There is no right to specific sight lines or locations. Any or all part of the space designated is subject to reassignment and rearrangement by Show Management for consolidation or expansion of the exhibit area in the sole discretion of the Show Management. Exhibitor acknowledges that the particular space and overall configuration of the designated space may change from time to time prior to the Show. Any reconfiguration may require the space assigned to the Exhibitor to be reassigned and/or rearranged by Show Management.

7. Show Access and Security

Exhibitor may not enter the show area more than one hour prior to the Show opening time and must leave the show area at the close of the show. For special situations, before or after hours access to the show can be granted, but must be requested from the Show manager at least 12 hours in advance. Exhibitor agrees to: cooperate with the security program adopted for the show, abide by general and special access times, procedures and limitations for movement of personal property and persons into and out of the Show premises. Show Management reserves the right to refuse admission to any person or persons including children, attendees or visitors, in the interest of welfare, safety and security.

TERMS AND CONDITIONS OF PARTICIPATION (Part 2)

8. Insurance and Exemption from Liability

The Exhibitor is required to purchase insurance that holds the Exhibitor solely responsible for loss, theft, or damage to Exhibitor's property. The Management will provide security but will not accept any responsibility for loss, theft, or damage to any property of Exhibitor regardless of cause. Show Management, its officers or agents may not be held accountable or liable for any damage, loss, harm, or injury to the person or property of the Exhibitor resulting from any cause including, but not limited to, fire, theft, water, or accident. Show Management is not responsible for providing insurance to cover any of the above or for any other purpose. The Exhibitor, by agreeing to the Agreement accepts total responsibility for its exhibit, its contents, and its safety in relation to any destructive cause, and to injury to the public or other Exhibitor which might occur within the confines of the exhibit, as well as injury to the Exhibitor and its employees or agents while in the Exhibit Hall, additional rooms and common areas. The Exhibitor also acknowledges and agrees that the Show Management is not responsible for any loss or damages due to natural or other extraordinary causes, strikes, legal or otherwise beyond the Management's control nor is it responsible for any losses should such acts of God or other extraordinary causes prevent the show from opening and closing at announced times. The Exhibitor agrees to defend indemnify and hold harmless Show Management from any and all expenses, claims or causes of action of any type against Show Management that may arise for any action or inaction of the Exhibitor, or of the breach of this Agreement.

9. Sales, Shipping and Returns

All Exhibitors purchasing the Artist Package must adhere to the show's requirements for goods sold and pay a commission in the amount of 25% of all sales made at the Show or as the result of contacts made at the Show to The World of Art Showcase, LLC. The Exhibitors purchasing the Gallery Package have sole responsibility for their own sales. The show management will not be responsible for shipping. Shipping will be available through Show Management at Exhibitor's expense and must be prearranged with the Show Management at least 60 days prior to the show opening. The World of Art Showcase, LLC is not responsible for any returned goods and will make validated refunds of the commission to the customer minus any transaction or foreign transaction fees.

10. General

Signatures on copies of the exhibitor application / contract transmitted by electronic or telephonic means shall be deemed as originals for all purposes hereunder and shall have the effect as originally drawn signatures and shall be binding upon the parties. The Exhibitor agrees to abide by all pertinent city, state, country and federal laws (including documentation and payment of sales tax for goods sold in and to the state of North Carolina). Exhibitor agrees to abide by terms and conditions of use of the Raleigh Convention Center. Show Management reserves the right to expel any Exhibitor who violates the rules and conditions related to The Show and the Exhibitor shall remain liable for the full amount of space rental and any additional charges incurred. Any controversy or claim arising out of or relating to the Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, in Raleigh, North Carolina, and any judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The prevailing party shall be entitled to recover reasonable attorney's fees

The Terms and Conditions of Participation are the final and exclusive agreement between Show Management and Exhibitor.

I, _____, AM HEREBY APPLYING FOR ACCEPTANCE TO THE WORLD OF ART SHOWCASE RALEIGH 2013 TO TAKE PLACE ON NOVEMBER 1st, 2013 TO NOVEMBER 3rd, 2013 WITH AN OPENING RECEPTION ON OCTOBER 31st, 2013.
I, _____, WISH TO PURCHASE ONE OF THE FOLLOWING BOOTH PACKAGES UPON CONFIRMATION OF ACCEPTANCE.

Initial one:

GALLERY BOOTH PACKAGE

ARTIST BOOTH PACKAGE

By signing and submitting this application, you are confirming that you have read and understood the enclosed:

- Application Guidelines (Page 2)
- Booth Packages and Prices (Page 2)
- Terms and Conditions of Participation (Page 3-4)

This Application becomes a binding contract upon issuance of written notice of acceptance by the World of Art Showcase

Applicant Signature: _____

Date _____

I hereby agree to abide by all the government laws and regulations and all other conditions, rules and regulations governing this Show as set forth in this agreement or hereafter adopted. I understand that violations shall subject me/us to prompt disqualification from participation in this and future World of Art Showcase productions.

OFFICIAL USE ONLY:

WOAS Representative Signature: _____

Date _____

Upon this signature this contract becomes a binding agreement and the Applicant is hereby accepted to the World of Art Showcase.