



Last Name

2021 Exhibitor Policies and Requirements

FEES & PAYMENT SCHEDULE

- Exhibitors are responsible for hotel fees which are not included in show fees. Exhibitors must contact the Heritage Inn with a guaranteed payment for the first night hotel fee by February 15, 2022. Show dates are Thursday, March 17 — Saturday March 19, 2022. A minimum of 4 nights stay is required. The room stripping fee of \$70 will be charged by the Heritage Inn.
- Additional four night's hotel fees are payable to the Heritage Inn upon checkout (no later than 10 a.m. Sunday, March 20, 2022).

ROOM SET UP

- All exhibit rooms MUST be set up by 4:00 pm Thursday, March 2022. All boxes and equipment must be removed at this time from the hallways. You will not be allowed to open your room that night if you miss this timeline. This will be strictly enforced.
- Display boards may not be wedged between the floor and ceiling. Nothing in your display can disturb or damage walls, ceiling or floor surfaces. Tables and boards are not available for loan to exhibitors.
- Banners, neon or lighted signs are not allowed. The maximum size of a flat wall or door sign is 16" x 22".
- The maximum size of an overhead hanging hallway sign is 8 x 24". Signs must be hung with an appliance that will not disturb ceiling tiles or grid work, such as an expandable shower rod.
- **No display of art, bronzes, statues or furniture are permitted outside of the exhibit room!**
- Fused power strips must be utilized for all extension cords to comply with city fire codes.

ROOM CONTENTS

- Exhibit Rooms must contain no less than 60% original fine art (i.e., paintings, sculptures, drawings). Original fine art is defined as unique, high quality art created by an artist through and with traditional materials and techniques. Exhibitors who do not exhibit high quality work will not be invited to return. This is an Invitational Show and the Out West Art Show reserves the right to jury exhibitors annually.

EXHIBITOR REQUIREMENTS AND POLICIES

- No more than 40% signed limited edition or remarque prints, giclee prints, historic and traditional Western American cowboy gear, North American Indian artifacts, memorabilia, etc. 10% of this 40% may include books, prints, ancillary products, and mechanical reproductions.
- Excluded from Exhibit Rooms: Mass produced commercial products are excluded from being sold or displayed in Exhibit Rooms.

PARKING

- Trailers must be registered at check-in and parked in the site provided off-site area immediately after unloading. Parking map and directions will be provided upon check in at the Heritage Inn. Parking rules will be enforced.
- Vehicles must be parked behind the Heritage Inn, adjacent to the Motel 6. Parking around the building is reserved for the show patrons. Exhibitor parking will be designated at the time of check-in.
- Noncompliance with parking policy will result in your trailer and/or vehicle being towed and may

jeopardize your invitation to exhibit in the future.

STORAGE & SHIPPING

- Neither the Heritage Inn or Motel 6 will not accept responsibility for items shipped to them to be stored or items left before or after the auction to be shipped.
- Shipping will be available at the Heritage Inn should you need to have any art shipped following the show.

DISPLAY PANEL RENTALS

- The Out West Art Show does furnish panels for rent or set up. However, we will coordinate reservations for panel rental. Severson Productions will set up the panels and lights and supply art hangers. Please send me an email, info@outwestartshow.net, subject line, Panel Rental, to get on the list. It is recommended that you reserve panels right away if you need them.

Exhibitor Signature _____ Date _____