

DESERT BOTANICAL GARDEN PAINTOUT

MARCH 7, 14, 22, & 28, 2020 8:00 AM – 2:00 PM

- **HOLD HARMLESS FORM MUST BE DELIVERED OR POSTMARKED 2-10-20**

Please read this Prospectus very carefully as SAL MUST abide by the terms set by the Desert Botanical Garden. This venue is for *Plein Air Painters* only; so no jewelry, tiles, magnets or cards allowed. All artwork should be of the desert theme. 30 Members per Saturday/Sunday will be allowed. We are to park in the Front Parking Lot on the Far East side unless you have a Handicap Parking Permit. The DBG is a “Living Museum” so we cannot set up in the plant beds, dump water or ice into the plant beds. Set up should not block trails, exhibits or impede Garden guests or staff. Nothing can be hung from trees, plants, walls, or existing structures. Your easel, table or supplies cannot be staked into the ground. Set up must be on the cement areas. The benches are for Garden guests not to display your artwork.

Equipment you are allowed to bring with you may be 1 easel, 1 chair, 1 small table not to exceed 4' x 4 with a black tablecloth, a wagon, and any other needed painting supplies, (pencils, paper, paints, canvas, etc). Please bring a bag for your trash and take it home with you and clean your brushes at home. You may bring your lunch in a cooler but keep it well hidden as coolers or outside food is not permitted. When you eat your lunch, please go sit at the café area and not your work station. Drinks ONLY may be consumed at your work station.

We will enter at the Garden admissions and check in with them. They will have a sheet listing the 30 artists. YOU MUST HAVE YOUR T-SHIRT AND NAME TAG TO ENTER. If you forgot either item you will have to retrieve them before you can enter, NO EXCEPTIONS. You may have **three (3) paintings** for sale as you are working on another painting. If anyone has more than 3 paintings for sale on display, we will ask you to leave. If you sell a painting, you can replace it with another painting. The replacement painting must be either in your car or a portfolio, well hidden. If you are selling prints, only 3 can be displayed; no baskets of prints will be allowed. If sales are conducted in the Parking Lot, the artist will be asked to leave.

Since each person is responsible for your sales, everyone will need: **1) Receipt Book.** Write your full name on each page if you want to be paid. If you tend to have many cash sales, you can write each sale on the same page. No longer can we have cash without a receipt. **2) You will need a smartphone, iPhone, iPad, anything that accepts a Square.** If you do not have a Square, you can purchase one that does a swipe and a magnetic card reader (both at Wal-Mart for \$40.00). Our treasurer will set it up so all credit card sales will go into SAL's bank account. For credit card sales, write the person's name, address and email address on the receipt, plus what kind of credit card used. **3), In case of cash sales, bring your own money to make change.** (i.e. 4-\$10s and 4- \$20s.) **4) You will need an Inventory Sheet** for each day you attend the Paintout. Please list every painting you plan to bring rather it gets sold or not. **At the end of the day you will turn in your Inventory Sheet, any cash, and Receipt Book to a Show Committee Member.** Print legibly and have an organized report so the treasurer can make sense of your sales. We trust that everyone is honorable and will report all sales.

The entry fee is non-refundable and cost \$60.00 for all 4 days. If there is a date you cannot attend, please put it on the Hold Harmless Form so we can fill those dates.

There will not be a Show in April because of space and storage problems. The 3 meeting requirement will be strictly enforced for this event. All Paintout participants must be courteous to all Garden guests and staff at all times.

Scottsdale Artists League will withhold 30% of sales, 15% for our Scholarship Fund and a 15% donation will go to the Desert Botanical Garden and 70% will go to the artists.

This Paintout will be our 24th year at the Desert Botanical Garden! We are glad to be back!

