



Call for Entries

Fall 2024

The Contemporary Clay Fair (CCF) is an exhibition and sale of ceramic artwork, held annually in Santa Fe, New Mexico. All clay artists are encouraged to apply! Please read and follow all instructions carefully.

APPLICATION PROCESS:

1) Mail your completed application + \$25 application fee to:

CCF
11 Palacio Road, Santa Fe, NM 87508

2) Submit 3 JPGs of individual pieces or sets plus 1 jpg of a grouping that shows the breadth of your work to ccfsantafe@gmail.com.

SHOW DATES:	Saturday & Sunday, November 23 & 24, 2024 10AM - 5PM
SHOW SET UP:	Friday, November 22, 4 - 7 PM
NON-REFUNDABLE APPLICATION FEE	\$25.00
POSTMARKED APPLICATION DEADLINE:	Wednesday, September 4, 2024
JURYING:	Tuesday, September 10, 2024
NOTIFICATIONS emailed to artists	Thursday, September 12, 2024
CONTRACTS & SPECIAL EVENTS APPLICATION sent to applicants via email	Saturday, September 14, 2024 LICENSE
TABLE FEE <i>(Mail your fees with completed, signed contract & special events license application.)</i>	\$185.00 + \$10.00 for city license fee if needed
CONTRACT & FEES DEADLINE:	Saturday, September 28, 2024
LAST DAY FOR REFUND:	Saturday, October 5, 2024
SHOW LOCATION:	Santa Fe Woman's Club 1616 Old Pecos Trail Santa Fe, NM 87505

Eligibility: All clay artists with e-mail are eligible to apply. Selection of the participants is made by the steering committee, which considers quality, originality, focus and breadth of each artist's work, quality of photographs and teamwork during previous shows (if applicable) in the scoring of each application. Emerging artists are welcome. Incomplete or late applications will not be considered. All CCF Steering Committee decisions are final.

Requirements prior to and during the show: Artists are required to help with general show set-up and take down, and are assigned several jobs during the show, e.g. greeter, kitchen



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help, cashier, bagger, etc. Artists must be present during the entire show. Each artist is required to attend a brief pre-show orientation meeting. If desired, each participating artist may submit a mailing list after acceptance to the mailing coordinator for the group mailing. The group mailing list is neither shared with any other group or person, nor used for any event other than the Contemporary Clay Fair. We will send the artists a copy of the digital postcard before the show so each artist can send it out to their own customers and friends.

About the space: The show is held indoors at the Santa Fe Woman's Club, an intimate space of about 2500 square feet. Generally 25 artists participate in each show. Each accepted artist is provided with a table or footprint area of approximately 3 x 6 feet. Table assignments are made by the steering committee. Display requirements will be provided upon acceptance to the show.

Publicity and Attendance: The Contemporary Clay Fair advertises in regional newspapers, magazines, and on the internet and radio. We display street signage, send digital postcards to our CCF mailing list and maintain a website. Admission and parking is free. Approximately 1000+ attendees are regularly recorded for each show.

Show Sales: Sales are handled at a central cashier station and artists are paid within one month after the show.

Every item must have a price label with the artist's initials and must be priced in whole dollar amounts to include the City of Santa Fe tax. **Please be aware that the min. price per item is \$ 15.00.** Artists who use inventory numbers **must put their inventory number on a separate label with a "#"** before the number. Artists are responsible for reporting and paying their own gross receipts tax. A 6 % fee is deducted from gross sales for bank fee processing and venue rental.

Questions: Please read the show information and application carefully. If you have any questions regarding show and/or application information, please contact Karin N. Bergh, chair woman, by email at ccfsantafe@gmail.com.

- **Read important image information - page 3**
- **Complete application form - page 4**
- **Complete image list - page 5**





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SAMPLE: PHOTOGRAPHS

Note: These images are for your reference only. Specific image size and resolution guidelines are on the application.



Here are 3 sample images of individual pieces representative of the artist's work. A photo of a set (e.g. a canister set, a tea set, etc.) is also acceptable. Tips: Use an uncluttered background and non-glare light. A tripod is helpful in obtaining a clearly focused image. If you do not have proper lighting, photographs can be taken outdoors on a cloudy day for minimum glare.



Sample showing variety and breadth of work.

PHOTOGRAPHY TIPS - Please read carefully!

The quality of your images is important for two reasons:

1. The digital images are what the Steering Committee uses to jury your work.
2. Digital images of accepted artists' work are used in publicity for the show. In order to be considered for publicity, you must leave sufficient background to allow for flexibility in cropping by advertisers.

(See example 1.)

SUBMISSION REQUIREMENTS: 300 DPI (digital pixels/inch), JPG (jpeg), no greater than 7" and no smaller than 3" on any side. 4 images total: 3 images of individual pieces + 1 image showing the breadth of your work.

Naming image files: use last name, first name, title and entry number. No spaces in filename, capitalize name and title words, underscore between title and entry number.

Example: SmithJohn_Nightbirdscup_1.jpg

- Submit only images representative of the work you would bring to the show if accepted. **DO NOT SUBMIT** extra images. Submit only 4 images as described above.



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APPLICATION FORM

Complete the application and send it in with your non-refundable application fee of \$25, check made payable to **Contemporary Clay Fair** by September 4, 2024 to:

CCF
11 Palacio Road, Santa Fe, NM 87508

Artist Name (Print) _____

NMBIN# : (required) _____

Email address: (required) _____

Best Contact Phone Number _____

Address _____

City _____ State _____ Zip _____

Email 4 IMAGES + image list (page 5) by September 4, 2024 to:
ccfsantafe@gmail.com

Each image in jpeg format 300 dpi is approximately 3 x 5 inches.

Images 1, 2, and 3: Professional quality images (one piece or set per photo) representative of your current body of work.

Image 4: Professional quality image representative of the breadth of work you will bring to the show.

Naming image files: use last name, first name, title and entry number. No spaces in filename, capitalize name and title words, underscore between title and entry number.

Example: SmithJohn_Nightbirdscup_1.jpg

I have read and understood all of the requirements for participation in the Contemporary Clay Fair. My complete application is enclosed. If accepted into the show, my submitted photographs may be used in advertising and publicity related to the show.

Signature _____

Date _____



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IMAGE LIST

ARTIST NAME (Print) _____

IMAGE 1

NAME/TITLE: _____

RETAIL PRICE \$ _____ (Min. price \$ 15.00)

DIMENSIONS (height x width x depth in inches) _____

MATERIALS / METHODS _____

PHOTO CREDIT _____

IMAGE 2

NAME/TITLE: _____

RETAIL PRICE \$ _____ (Min. price \$ 15.00)

DIMENSIONS (height x width x depth in inches) _____

MATERIALS / METHODS _____

PHOTO CREDIT _____

IMAGE 3

NAME/TITLE: _____

RETAIL PRICE \$ _____ (Min. price \$ 15.00)

DIMENSIONS (height x width x depth in inches) _____

MATERIALS / METHODS _____

PHOTO CREDIT _____

IMAGE 4

NAME/TITLE: (Breadth of Work) Group Shot