

# Heard Museum Guild

## American Indian Youth Art Show and Sale, March 5-6, 2022 RECEIVING February 22 – March 1, 2022

### Checklist

This checklist is to help you have a complete package with all needed information.

1. Master List for Artists/Entry forms/ Tags – are all boxes completed \_\_\_\_\_
2. Master List for Teachers/Entry forms/ Tags – are all boxes completed \_\_\_\_\_

**Current phone number where you can be reached** \_\_\_\_\_

**E-mail address noted** \_\_\_\_\_

Tags attached securely to art \_\_\_\_\_

Artwork priced appropriately \_\_\_\_\_

**TRIBAL AFFILIATION must be noted (not “community”).** \_\_\_\_\_

3. Signed copyright permission forms. \_\_\_\_\_
4. Instructions for return of unsold artwork **MUST BE INCLUDED WITH ENTRIES.**  
School FedEx/UPS number. \_\_\_\_\_  
Current school address for returned artwork. \_\_\_\_\_  
Current address for individual artist for returned artwork. \_\_\_\_\_
5. Unsold artwork **WILL NOT** be returned without postage. \_\_\_\_\_
6. Teacher’s Grant application completed and enclosed with art and needs to state clearly what supplies are needed, how funds will be spent. \_\_\_\_\_
7. Teacher pickup information (note who is authorized to pick up art). \_\_\_\_\_

*We are looking forward to the arrival of your art!*