



## Visual Art Exhibits and Sculpture Garden Information

### FAME Festival Art Exhibit Guidelines

**Art Display Boards:** Each artboard includes 1 set of 5 panels, each panel is 38.5" x 8'. Boards are assigned by number and your school name will be clearly indicated. You may choose to create your own signage in addition to that provided by FAME.

**Sculpture Garden Exhibits:** Each registered school will have one 8 foot table. Table location is first come first served.

**Check-in.** Please check in at the festival desk inside the main entrance to the hall. Please sign in and take any last minute information (if any) as instructed, before you assemble your display.

**Set-up.** Display boards and Sculpture Garden tables will be installed, labeled, and ready for artwork by 2:00 pm on Friday afternoon. You may set up your display anytime between the hours of 2:00 pm and 7:00 pm on Friday. If you cannot install your display on Friday, you may come in Saturday morning but please let us know in advance. Empty display boards will be removed from the festival floor prior to opening at 8:00 am Saturday.

**Parking and Load-in.** Art teachers may park in the loading dock area on Webster Street on Friday afternoon/evening to **unload only**. Carts will be available to move your materials.

**Cars may NOT stay parked at the loading dock. Please Unload your car then move it immediately.**

**Step stools/ladders.** We recommend that you bring a step stool to reach the top of the 8' artboards. Neither FAME nor the Grand Wayne Center can provide these items for you.

**Matting & labels.** Make sure all your student work is mounted on construction paper and labeled with student name, school, grade, art teacher, and contact information. Awards will NOT be given to work that is not properly labeled.

**Mounting.** Artwork is to be mounted on boards with the Loop side of Velcro to hang the artwork. Pictures can be mounted with no more than a 1" piece in each corner. You may still wish to use art paper to cover the boards just note the size difference of the artboards. The new artboards are made from black indoor/outdoor carpeted material. PLEASE NOTE the thicker mat will require extra Velcro. Please do not use staples or glue on the boards; an additional surcharge may be levied to replace damaged panels.

**Strike and Load-out.      Sunday, 5:00 to 7:00 PM**

Please be considerate of guests, students, and fellow teachers by not removing your artwork prior to the close of the festival.

#### ***FAME Photo/video Disclaimer***

During your visit to the FAME Festival, you or members of your family may be filmed, videotaped and/or photographed by a FAME employee, contract photographer or the media. Your attendance at the FAME event serves as permission for the use of your image, or the image of your family members, by FAME. Visitors acknowledge that FAME shall own all rights, title, and interests in all photographs and materials created incorporating the photograph or likeness.

## **Mayor's Choice Award**

Fort Wayne's Mayor Tom Henry will select art pieces for the Mayor's Choice Awards. The Mayor may choose both flat and dimensional artwork. This exhibit will be featured in the lobby of the Mayor's office and will include an opening reception in the Omni Room of Citizen's Square here students will have an opportunity to meet the Mayor and receive their certificate.

## **FAME Teacher's Choice Awards**

The Teacher's Choice Award is an opportunity for you to choose one piece of student art that you feel deserves to be singled out. Teachers will be allowed to place a Teacher's Choice Ribbon by the winning artwork. Ribbons will be available at the festival check in table. Teacher's Choice will be exhibited at the University of St Francis, John Weatherhead Gallery.

## **Guidelines for the Mayor's Choice & Teacher's Choice Awards**

All student artwork **MUST** be properly identified with an official name label completed in its entirety. Failure to comply with this request will disqualify artwork from all awards.

If your student (or students) are selected as an award winner, follow these procedures at the close of the festival:

Place the artwork in the appropriate box by the information table on the main floor (there will be one box for each award).

Pick up the appropriate information pack for the award your student has won.

Retain the ribbon to give to your student(s) along with specific award information and how to participate in the reception that opens the award exhibit (if applicable)

Most award-winning artwork will be available to pick up at the FAME General Membership meeting in September some artwork remains on exhibit for as long as one year. (see specific award info). Unclaimed artwork becomes the property of FAME

***Please make sure you place artwork in the correct box so your student's artwork will appear in the correct exhibit.***