



## River Trading Post Artist Showcase

### Overview

River Trading Post is dedicated to advancing the work of American Indian artists through the presentation and promotion of work that has been inspired by tribal culture in the United States.

River Trading Post Santa Fe has a unique opportunity to showcase selected artists through an on-site Artist Showcase. This allows public access to the artist and his or her work during the creation process, and will enhance the visibility and popularity of the artist and their work.

This access promotes cultural sharing and understanding, and encourages the continuation of traditional art made by Native artists.

A dedicated workspace within RTP Santa Fe allows selected artists to work during gallery hours, discuss their work with visitors, and sell their work to River Trading Post visitors.

Artists may participate in the program for one or more weeks, depending on the time of year.

Artists will retain all earnings from the sales of their work.

All art supplies, transportation, food, housing and incidentals will be the responsibility of the artist.

Artists will be selected by River Trading Post. Selections will be based on artistic quality, traditional authenticity, and the ability of the artist to work productively within the program.

### Eligibility

- Applicants must be an enrolled member of a federally recognized tribe in the United States, and over the age of 18.
- Applicants must complete the Artist Showcase Application and submit it to: River Trading Post, 610 B Canyon Road, Santa Fe, NM, 87501. Applicants are expected to provide images of their work with the application.
- **Applications must be received no later than May 15, 2010** for the period June 2010 through August 2010.
- Upon acceptance to the Artist Showcase, a contract will be mailed to the artist. Dates will not be confirmed until the signed contract has been received by River Trading Post.

### Guest Artist Requirements

- Artists may work in any medium which does not present a health or safety hazard to the public or to the gallery premises. Work which cannot be completed in the gallery may be removed for completion (for example, pottery may be removed for firing) but must be returned to the gallery and available for sale during the artist's contract period.
- Artists may also bring completed art – made by them – to the gallery for sale. Every effort will be made to accommodate completed art, although artists may be asked to limit the space required for that art.

- All art created at the gallery will remain the property of the artist. At the end of the artist's contracted period, any unsold art must be removed unless arrangements have been made to sell or consign it to River Trading Post. (River Trading Post is under no obligation to either purchase or consign any items.)
- Artists must be in the gallery from 11:30-4:30, Tuesday through Saturday. Family and friends of the artist may visit the artist briefly, but are not permitted to "hang out" at the gallery. Customers and gallery staff must always be given priority by guest artists.
- Should a situation occur which renders the artist unable to be in the gallery during expected hours, the gallery staff is to be advised immediately, and be provided with a time and date of return.
- Artists are expected to demonstrate and explain their work to visitors and are expected to maintain a high degree of courtesy and professionalism when dealing with the public and gallery staff.
- An artist may handle his or her own payments if so desired. If the artist opts to receive payment for their art directly from the customer, the artist must have the ability to accept major credit cards (Visa, MasterCard and American Express) and a (temporary) business license issued by the City of Santa Fe. The artist is then responsible for reporting and paying all necessary sales taxes.
- Should an artist opt to have River Trading Post process payments from sales, a 5% administration fee will be deducted. River Trading Post will then collect, file and pay the appropriate sales taxes.
- River Trading Post will provide packaging and shipping services to the artist at cost if necessary. The artist may elect to pass those costs on to the buyer. (River Trading Post will provide guidance on these costs as needed.)
- All sales processed through River Trading Post will be paid by local check each Saturday for the previous week's sales. *No advances will be given for any reason.*
- Artists are expected to keep their work area clean and hazard-free at all times.
- Artists are expected to be drug and alcohol free at all times while on the premises.
- Artists not complying with these requirements will be asked to leave the program immediately.

### Questions?

Call Karen at River Trading Post at 505-982-2805 or email [karen@rivertradingpost.com](mailto:karen@rivertradingpost.com)



## River Trading Post

### 2010 Artist Showcase Application

*Please Complete and Return to  
River Trading Post  
610 B Canyon Road ,Santa Fe,NM,87501*

<b>Personal Information</b> <i>(Please write clearly)</i>
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Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Tribal Affiliation \_\_\_\_\_

Birth date \_\_\_\_\_

<b>Medium/Materials</b> <i>(Must be safely and cleanly worked indoors)</i>
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Medium(s) \_\_\_\_\_

Materials and Tools Used \_\_\_\_\_

\_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b>Scheduling Preferences</b> <i>(Dates for which you would like to be considered)</i>
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*Minimum stay is one week, Tuesday through Saturday.  
Hours are 11:30-4:30, Tuesday-Saturday*

Number of weeks you are applying for \_\_\_\_\_

1<sup>st</sup> Choice: (Tuesday-start date) \_\_\_\_\_ (Saturday-end date) \_\_\_\_\_

2<sup>nd</sup> Choice: (Tuesday-start date) \_\_\_\_\_ (Saturday-end date) \_\_\_\_\_

3<sup>rd</sup> Choice: (Tuesday-start date) \_\_\_\_\_ (Saturday-end date) \_\_\_\_\_

*Can't stay a whole week? Call us to see about shorter stays!*

**Education** (Include informal teachers)

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**Related Work Experience** (Include residencies or guest artist engagements)

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**Awards**

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**Gallery Representation/Shows Attended**

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**Portfolio** (Submit up to 5 numbered photographs or digital images of your work)

*Please include a list that corresponds to your images with the following information: title, size, medium, techniques, and date of work.*

*(Digital images may be submitted on a CD or emailed to [karen@rivertradingpost.com](mailto:karen@rivertradingpost.com). Images must be compatible with a Windows operating system, and must be either PDF or JPEG files. JPEGs may be no larger than 800 pixels in any direction, and the resolution must be between 72 and 100 dpi. Each file must be less than 1MB, and labeled with the applicants name and image number, for example: John\_Alton\_1.jpg, John\_Alton\_2.jpg)*

***IF YOU ALREADY HAVE IMAGES ON FILE WITH US, OR IF WE ALREADY CARRY YOUR WORK, YOU DO NOT NEED TO SUBMIT IMAGES.***

Number of images submitted \_\_\_\_\_ Return? Yes \_\_\_ No \_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Artist Name \_\_\_\_\_

## Image List

Image Number \_\_\_\_\_  
Title \_\_\_\_\_ Date of work \_\_\_\_\_  
Size \_\_\_\_\_ Medium \_\_\_\_\_  
Techniques \_\_\_\_\_

Comments:

Image Number \_\_\_\_\_  
Title \_\_\_\_\_ Date of work \_\_\_\_\_  
Size \_\_\_\_\_ Medium \_\_\_\_\_  
Techniques \_\_\_\_\_

Comments:

Image Number \_\_\_\_\_  
Title \_\_\_\_\_ Date of work \_\_\_\_\_  
Size \_\_\_\_\_ Medium \_\_\_\_\_  
Techniques \_\_\_\_\_

Comments:

Image Number \_\_\_\_\_  
Title \_\_\_\_\_ Date of work \_\_\_\_\_  
Size \_\_\_\_\_ Medium \_\_\_\_\_  
Techniques \_\_\_\_\_

Comments:

Image Number \_\_\_\_\_  
Title \_\_\_\_\_ Date of work \_\_\_\_\_  
Size \_\_\_\_\_ Medium \_\_\_\_\_  
Techniques \_\_\_\_\_

Comments: