

# AmeCon Bring & Buy

## *Guidelines for Artwork Sold*

**Important: A 5% fee will be taken by the convention to offset costs.**

### **Acceptable Items**

The AmeCon Bring & Buy will allow most items to be sold. We will allow multiple copies of any artwork to be sold, providing it does not cause problems with the limited space available.

Prohibited items include, but are not restricted to:

- Artwork with excessive nudity or violence.
- Artwork that the seller is not authorised to sell, e.g. artwork not created by the artist and does not have permission to sell to the public.

All artwork will be checked upon submission to the AmeCon Bring & Buy. If you are uncertain if your item is acceptable then please contact a member of the committee no later than the weekend before the convention.

### **AmeCon Rights & Responsibility**

While AmeCon staff will do the utmost to monitor and protect all artwork submitted and displayed at the AmeCon Bring & Buy, we cannot take responsibility for any damaged or stolen artwork.

AmeCon reserves the right to review all artwork submitted to the AmeCon Bring & Buy. All rejected artwork will be return to their owner with an explanation.

Any complaints must be addressed to the AmeCon committee and are investigated on a case-by-case basis.

### **Preparation**

Prior to the convention, members taking part in the AmeCon Bring & Buy must have completed the following:

- Completed the AmeCon Bring & Buy artwork form for the artwork being sold.
- Made sure their items are suitable for sale as mentioned in the Acceptable Items section.
- Fully understand the guidelines for the AmeCon Bring & Buy.

Your seller number for the AmeCon Bring & Buy will be your registration number. This is located in your registration email. This needs to be written on your forms in the space provided along with your name and badge name for identification purposes.

You have a limit of one form only, which must be clearly filled out with as much information as you feel required to describe your item and the sale price. Each artwork must have any item number next to it and the price is for a single copy of your artwork.

*e.g.*

1	Sakura Fan Art (A4)	£10.00
2	Full Metal Alchemist Fan Art (Postcard)	£5.00

Once you have filled out the form you will need to use small stickers to identify your items. These will need to include your seller number (circled) the item number that corresponds to the number on the form and finally the price. These stickers will be displayed next to your artwork, although if you are storing artwork in a plastic sleeve then please stick it on a suitable and visible area of the sleeve.

Stickers will be made available over the weekend for correct labelling of artwork; however if you are able to do this prior to the convention weekend then this will speed up the process.

## **At The Convention**

### *Dropping off your items*

Artwork can be dropped off during the opening hours of the AmeCon Bring & Buy on Friday and Saturday only; however we recommend that artists submit their artwork as early as possible to maximise their time on display.

If you have not filled in your form and stickered in advance, forms and stickers will be available from the Bring and Buy.

When you bring the forms the gopher will go through with you to verify the items bought, and you are required to sign the form to say the you have dropped them off.

As your items are sold the gophers will tick the boxes indicating so.

### *Collection of Money and Unsold Artwork (Sellers)*

It is recommended that you collect your money (less the 5% fee) and unsold items on Sunday as this maximises your selling chances.

You may collect at any time, up-to 16:00 on Sunday or later if timetabled differently, but you will not be able to leave unsold artwork in the Bring and Buy. This keeps things less confusing and the forms easier to understand as well as preventing the tables from being swamped with people trying to get money back half way through the convention.

You will need to sign that you have received payment and unsold items and a gopher will counter sign. Any problems should be raised with the gopher at this time.

### *Collection of Purchased Artwork (Buyers)*

Artwork can be taken after purchase with the exception of unique artwork or final copies, i.e. the last copy of a particular artwork being sold. If your purchase is unique or a final copy you will be asked for your full and badge name for referencing purposes and asked to return Sunday afternoon to collect your artwork. Exception may be made in special circumstances, e.g. leaving early during the convention.

### *Post-Convention*

After the convention you will not be able to collect any items that have not sold - they will belong to the convention (which will sell them for charity). Uncollected money may be requested by email and will be sent by cheque at the convention's convenience. A £5 or 5% handling fee, whichever is larger, will be applied in addition to the 5% sales fee.