



**WAL Exhibit at the Hyatt House**  
**18645 Residence Drive • Shenandoah, Texas 77385**

**Friday, July 22, midnight**  
*Last Day to Register!*

**Friday, July 22, 5:30 p.m. – 7:30 p.m.**  
*Early Take-In / Pick-Up Art (if you can't make it Saturday)*

**Saturday, July 23, 8:00 a.m. – 10:00 a.m.**  
*Main Change Out*

### ***Artist Guidelines – Important***

- **Online Registration ends Friday, July 22 at midnight.**
- **Early Art Take-In / Pick-Up is Friday, July 22, between 5:30 p.m. – 7:30 p.m., at the Hyatt House.** Bring your art with one copy of your signed registration form and have your tags cut and attached to your art to the **Hyatt House**.
- **Main Take-In / Pick-Up is Saturday, July 23, between 8:00 a.m. – 10:00 a.m.** Art will be arranged and hung starting at 10:00 a.m. until finished. Bring your art with one copy of your signed registration form and have your tags cut and attached to your art to the **Hyatt House** during one of these days/times.
- Art submitted must be original and have **wire hangers only**. *Sawtooth hangers are NOT accepted.*
- ***Hanging art ONLY.***
- Framed art should have durable frames and look clean and professional. No glass larger than 16" x 20" (prefer plexiglass or other non-breakable material).
- WAL is interested in mid-size to large artworks for this exhibit. Artwork should be no smaller than 12" on the shortest side, and can be up to 48" on the longest side, and not too heavy.
- Artists may register up to three pieces of art or photography for this exhibit. If your art is 36" to 48" in width, please limit to two pieces of this size, and you can add a piece 35" or less in width as your third entry.

If your art is 35" wide or less, you can enter three pieces.

- Art must be family-friendly; no political statements, violence, obscenities, or nudity of any kind.
- Twenty percent of each sale of art hanging in this exhibit, or any art sold or commissioned resulting from a contact(s) made from this exhibit is to be donated by the artist to WAL.

The Hyatt House does not handle sales transactions. Sales are to be handled privately between you and your buyer. **After you make a sale**, go to the WAL website at [www.woodlandsartleague.org](http://www.woodlandsartleague.org) and make your 20% donation, or mail a check to WAL (701 Sawdust Rd., Spring, TX 77380). When donating online, please note in the comments section the title of your art, the amount of the sale, and that this is your 20% donation from your sale at our Exhibit at the Hyatt House Hotel. Add on notes line if donating by check.

- We request that you Do Not remove art during this exhibit, especially for another exhibit, but if you must, or if removing for a **SALE**, contact Emily Startz at [estartz@woodlandsartandstudios.com](mailto:estartz@woodlandsartandstudios.com), and copy Sandra Cooper at [scooper.coopercreativdesign@yahoo.com](mailto:scooper.coopercreativdesign@yahoo.com).

- You will need to request, complete, and email a copy of your **Art Removal – Sign Out Form** and arrangements will be made with you to pick up your art. You may replace your piece with art of a similar size, a new display tag will be made for your replacement art. The Hyatt House has requested that artists notify WAL before removing any art.
- Download the pdfs of the Artist Registration Form and Artist Tags to your desktop. These are editable pdfs you can complete in Acrobat Reader. Be sure to save with your name in the file name. Copy and paste text between your Registration Form and Tags to save time.

Print and bring a copy of your Registration Form, and cut and attach your Tags to your art to be exhibited. You can also print and complete the form and tags by hand. We will replace your front display tag with a nice printed tag on card stock so we have consistency throughout the exhibit.

***Important!*** Email a copy of your completed registration form to [scooper.coopercreativedesign@yahoo.com](mailto:scooper.coopercreativedesign@yahoo.com) so your final display tags can be created from your information. Prefer you use the editable pdf, but if you don't, please take a photo and email the image of your Registration form. Registration ends ***Friday, July 22, at midnight.***

Our next change out will be in approximately four months. You will be notified by email and notices will be posted on social media when a new change out is scheduled.

By signing the **Artist Registration** form, you agree that you have read this **Artist Guidelines** and agree to the terms, and are releasing WAL, the Hyatt House, exhibit coordinators and volunteers from any liability and all claims from damage, or loss due to theft, fire, or natural disaster, during this exhibit until art returned to artist.

**Contact Sandra Cooper at [scooper.coopercreativedesign@yahoo.com](mailto:scooper.coopercreativedesign@yahoo.com),  
or Emily Startz at [estartz@woodlandsartandstudios.com](mailto:estartz@woodlandsartandstudios.com)  
if you have questions about this exhibit.**