

# Capricon Art Show Control Sheet

Artist Information		
<b>Name:</b>	<b>Badge #:</b>	<b>Room #:</b>
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip/Postal:</b>
<b>Country:</b>	<b>Phone:</b>	<b>Email:</b>

Agent Information (if applicable)
<p>Please complete the following information if you are authorizing an agent to work on your behalf at Capricon:</p> <p>Print Agent's Legal Name: _____</p> <p><input type="checkbox"/> My agent is authorized to pick up any check due to me</p> <p><input type="checkbox"/> Capricon should make any payment check to my agent</p> <p><input type="checkbox"/> My agent may hang my art in the Capricon Art Show and/or Print Shop on my behalf</p> <p><input type="checkbox"/> Any unsold or unclaimed art should be returned to my agent</p>

Hanging Fees		
Quantity	Price	Total
	X \$1.00	

Artist's / Agent's Signature	
Signature:	Date:

# Capricon Art Show Control Sheet – Show & Auction

Artist's Name:	Badge #:
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For Sale Pieces in Art Show and Auction			
#	Name of Piece	Minimum Bid	Final Sale Price
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
		<b>Total Sales</b>	

# Capricon Art Show Control Sheet – NFS & Charity

Artist's Name:	Badge #:
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For Sale Pieces in Art Show and Auction

Charity Auction Donations		
Items donated to the Charity Auction are not subject to hanging fees or commission.		
#	Title	Final Sale Price
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
<b>Total Charitable Donations:</b>		

# Capricon Art Show Control Sheet – Print Shop

Artist's Name:	Badge #:
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Prints in Print Shop		
#	Title	Price
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
Total Print Shop Sales:		

## Capricon Art Show Control Sheet – Artist Checkout

Artist's Name:	Badge #:
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Payments to Artist	
<b>Total Show and Auction Sales:</b>	
<b>Total Print Shop Sales:</b>	
<b>Total Sales:</b>	
Choose One Commission Rate	
<b>Less 10% Commission (walk-in):</b>	
<b>Less 15% Commission (mail-in):</b>	
<b>Net Payment to Artist:</b>	

Artist's / Agent's Signature	
<p><b>By signing below, I agree to the above calculations and the amount, if any, owed to me. I understand that I have or will be paid by Capricon in the manner I have specified and that I am responsible for any and all taxes due on those monies.</b></p>	
Signature:	Date:
Witness:	Date:

Staff Use Only
<input type="checkbox"/> Unsold artwork returned to artist and/or agent on-site (comment as necessary)
<input type="checkbox"/> Unsold artwork shipped to artist after convention (specify details)
<input type="checkbox"/> Payment made to artist/agent (specify details)
Notes

