

Shuto Con 2019 Artist Alley Rules and Contract

This document expresses the rules for the Artist Alley at Shuto Con. By purchasing a space in the Shuto Con Artist Alley, you (the Artist) agree to follow these rules as stated below.

Location and Date

Shuto Con will be held at:
Radisson Hotel Lansing (**ONLY**)
111 N. Grand Avenue, Lansing Michigan 48933, US
Reservations: 1-800-395-7046 US/Canada Toll-free
Telephone: (517) 482-0188 Fax: (517) 487-6646

The convention will be from 9 AM March 22nd (Friday), 2019 to 6 PM March 24th (Sunday), 2019. During this time the convention will be open to all attendees that possess a Membership Badge.

Space and Price

Shuto Con 2019 will be held at the Radisson Hotel Lansing ONLY, and will be limited to 1000 attendees.

- **The price for a regular Artist Alley Table is \$100 for Open Hall or \$120 for Locked Room + Square transaction fees** and includes one 6' table with black tablecloth, two chairs, two 3-day Artist Badges (the same as a 3-day membership) and FREE ad space on the Shuto Con AA web page. **Artist Alley tables will be limited to one Artist/Studio Name per table.**
- Artists may not resell spaces to other Artists and/or other interested parties unless the Artist Alley Coordinator has been previously notified. Artists may not sell other Artist's artwork on their behalf, the Artist selling artwork at a table MUST be present at the convention, or else ALL Artists at the table will forfeit their right to sell without refund.

Artist Alley will be both an Open and Closed Alley, meaning it will be open 24 hours in the hall and will open and close at specific times in the closed room. Artist Alley will be on the 1st/2nd floors in the hotel hall and in a locked room.

Artist/Dealer's Alley LOCKED ROOM Hours of Operation:

Thursday: Setup Only, 2PM -8PM

Friday: 12PM – 9PM (VIPs have access 30 minutes before doors are opened)

Saturday: 11AM – 8PM (VIPs have access 30 minutes before doors are opened)

Sunday: 11AM- 4PM (VIPs have access 30 minutes before doors are opened)

Hours are subject to change.

Rules

One 6' **Table** may only house ONE artist/studio name (either two Artists from the same Studio name or one Artist and one Helper). Any additional Artists displaying their goods at an Artist Alley table will be asked to pack up and leave, as well as the Artist/Studio Members that are currently present at the table. Merchandise for sale **MUST** be kept to the front/top and sides of the table, **and will NOT be allowed to be displayed behind the table.** The space behind the artist table must only be used for storage/backstock and/or banners, as additional displays for product will NOT be allowed. Artists at tables will be asked to be respectful of others around them as space is very limited.

If you have ever sold in our Dealers Alley, you will NOT be able to back apply for an Artist Alley table/booth. Any AA applications that are received from known artists/vendors that typically sell in the Dealers Alley will also not be approved.

Artists are accepted on a JURIED basis and will be subject to a portfolio review. This review will be to ensure that the artist is in fact selling items that they have drawn / sculpted / crafted / painted / etc, and is a good match for Shuto Con. This will also ensure that if the artist is selling art that contains Adult Content, the AA coordinator will know about it. Adult content is ok to sell as long as it is shielded from the eyes of children and teens (under 18). Accepted portfolio types are the following; Studio/Business websites (www.yourname.com), Etsy/Artfire/Storenvy stores (please make sure your store is well stocked so I can see what you will be selling), and DeviantArt pages (specific "Artist Alley" folders will NOT be allowed this year, as we will want to review the applicant's entire portfolio). Facebook/Twitter/Tumblr/Instagram pages will NOT be accepted for portfolio reviews.

In 2019 our Artist Alley now allows 100% fanart, however Artists at Shuto Con are encouraged to break away from the "fan art" box, and show their own wonderful and unique works of art. Artists are advised to sell Fan Art **at their own risk**. Shuto Con will not be held responsible and/or liable should an Artist be asked to remove Fan Art from their line up by a licensed company (Funimation, Cartoon Network, Bandai, Disney, etc) and/or owner of original artwork in question (Homestuck, MegaTokyo, etc).

Almost all types of artwork will be accepted into the Artist Alley as long as they relate to the Anime/Japanese/Comic/Gaming culture. This includes, but is not limited to; original art, prints of your art, sculptures, handmade jewelry, cosplay accessories (these may not resemble copyrighted accessories already in production (i.e. Naruto Headbands or Chobits Ears)), plush dolls, paintings, and handmade clothing. Western style comics (i.e. Marvel/DC Superhero style) may be considered if the content relates to the culture above. If you are unsure if a piece of your artwork will be accepted, please email the AA coordinator.

Objects **NOT** accepted into the Artist Alley include, but are not limited to; fan art that is identical to a piece that is by the original artist, clothing with mass produced screen prints on them (hand painted prints are ok) **UNLESS** they contain the artist's original work (and in this case, only a few shirt designs are allowed to be displayed at any given time), clothing and/or accessories that are massively produced in a production environment, weapons (either real or for play, **UNLESS** they are hand made out of foam), jewelry/keychains made from copyrighted charms, reproductions of cosplay accessories that are or have been in production, photography tables/booths and/or photographs of cosplays.

FAN ART OF THE FOLLOWING TITLES WILL NOT BE ALLOWED AT SHUTO CON 2019, DUE TO THE ORIGINAL ARTIST'S/COMPANY'S REQUEST: "Homestuck", "Welcome to Night Vale", "Gaia Online", "Nyancat", "RWBY/anything by Roosterteeth", "Minecraft", "Bee and Puppycat", "Bravest Warriors", "Disney", "Star Wars", "Avengers", "Marvel", "Portal/anything Valve owns", or "anything Fox owns". MY LITTLE PONY PLUSH DOLLS WILL NOT BE ALLOWED THIS YEAR. Also, as per FUNimation's request Artists will NOT be able to use character names or show titles in their artworks (this includes displays that list a FUNimation title and drawn character below it). If you are unsure if a piece of your artwork will be accepted, please email the AA coordinator.

If a registered artist does not claim their table, Shuto Con will NOT issue a refund. Once a table has been purchased, it is the artist's duty to report at that table. If an artist decides they will have to forfeit their table for whatever reason, they can choose to "sell" the table to another artist, but the AA coordinator must be notified of this "sale" by both parties before the convention is held, and must approve of this sale in writing (the new artist will have to submit their portfolio before approval is granted). Shuto Con is not responsible for the exchange of funds between both the forfeiting artist and the new artist.

Before set-up is to occur, the applying artist at their table/booth must contact the AA coordinator to get their badges. Badges will not be mailed out, they will need to be picked up in the Artist Alley by Friday afternoon (3pm) unless the artist tells the AA coordinator they will be arriving at another time. If a table is unoccupied by 3pm Friday, Shuto Con will reserve the right to sell the table to whomever they see fit (upon review). If you can not make it to your table by 3pm on Friday, but would still like your table, you will have to email the AA coordinator accordingly (at least 24 hours in advance).

During the convention, the artists or artist's assistants are expected to remain at their table during the Alley hours. Shuto Con staff members will not be able to watch Artist's booth for breaks or panels, or help with break down so please plan accordingly.

Cancellation

- Cancellation requests 60 or more days prior to the convention will receive a 50% refund.
- Cancellation requests received 30-59 days prior to the convention will receive a 25% refund.
- Cancellation requests received 1 month before the convention (0-29 days) will not be given a refund.
- cancellations must be received in writing.
- Refunds will be given after the Artist Alley Coordinator fills the canceled space (usually within 1-2 weeks).

Payments

Payments will be processed through Square this year.

Artist Registration

Artists will get two badges for their space purchased depending on purchased table/booth type. Artists' real names must be used, as nicknames will not be accepted. Artists' badges are not transferable. Artists will be able to pick up all badges upon check-in, and will not have to go to Registration.

Installation & Removal

Tables/booths may be set up starting at 2PM on Thursday, March 21st, 2019. Tear down **must** be completed by 8 PM on Sunday March 24th, 2019. Any items left behind, including merchandise, will be thrown out or become the property of Shuto Con.

Artists are not allowed to break down their booths early unless there is an emergency. Artists found breaking down their booth early will not be invited back the next year.

Power and Extras

Power may be available to those along a wall at the Radisson, but it is not included and there may be a fee to use the power outlets.

Adult Merchandise

Shuto Con will have minors in attendance, as well as adults. Adult Art must be sold in accordance with the laws of the state of Michigan and the city of Lansing. The display and/or sale of adult art to anyone under the age of 18 will not be tolerated. If the sale of adult art is made to a minor, the Artist will be discharged from the convention and will forfeit their badges. Adult art must be covered or hidden from view of minors. Signs notifying attendees that adult art can be viewed upon request will be acceptable. Photo identification must be checked at the time of display and/or purchase in all cases.

Taxes and Licenses

Artists will be responsible for obtaining any licenses, permits, or approvals required under local, state, and federal laws applicable to their activities at Shuto Con. Artists will be responsible for obtaining any tax identification numbers and paying all taxes, license fees, and any charges that will come due to any governmental authority in connection with their activity at Shuto Con.

Liability

Shuto Con, Shuto Events LLC, or the Radisson Hotel Lansing, nor any of their representatives will be responsible for any injury, loss or damage that may occur to the Artists or to the Artists' associates or property

from any cause whatsoever. The Artist shall obtain, at their own expense, adequate insurance against such injury, loss, or damage. Shuto Con shall not be liable for failure to perform its obligations under this contract as a result of strikes, riots, acts of God, or any other cause of any kind whatsoever not within the control of Shuto Con.

Security

Shuto Con will make sure the doors to the Artist Alley's LOCKED ROOM are securely locked before and after the Hours of Operation, however, the Artist is solely and fully responsible for his/her own exhibit material and should protect its exhibit against loss or damage. In the event that the Artist needs to enter the Artist/Dealer's Alley past regular Hours of Operation, the Artist will need to contact the Artist Alley Coordinator and request permission to enter along with a staff member of Shuto Con.

Artists selling in the OPEN HALL are fully responsible for their own exhibit material and should protect their exhibit against loss or damage upon leaving for the night. Shuto Events LLC will not be liable for any damage done to OPEN HALL displays when the Artist is not present.

By purchasing an Artist Alley Table I hereby state that I have read the above rules and I agree to comply with them.