

# CREATIVE PAINTING CONVENTION

## TEACHER SUBMISSION GUIDELINES

Phone: (702) 221-8234 Hours: 11 a.m. - 6 p.m., PACIFIC time. E-mail: vegaspaint@aol.com

### **SUBMISSION INSTRUCTIONS:**

These guidelines are provided to assist you in submitting to teach at the next Las Vegas Creative Painting Convention. Following all the items listed here still does not "guarantee" selection, but can prove helpful. Selections are based on anticipated student interest, merit, and price.

### **NUMBER OF SUBMISSIONS:**

There is no limit, nor any mandatory amount of projects to submit. Many teachers submit only one or two projects. Submitting more can improve your chances of being selected.

### **NON-PUBLISHED REQUIREMENT:**

Any submission to Creative Painting must NOT already be chosen to be taught at another Convention, even if that Convention is after this one. Every submission must be unpublished, and remain unpublished until after being taught at Creative Painting. This includes books, magazines, other convention catalogs, packets, and videos. The class may have only been previously taught to a SMALL group, but not at another convention. (We do not want our class directory to resemble a reprint of any other.) The newer and more exclusive a project is, the more likely it is to fill multiple repeat sessions.

### **PHOTOGRAPH:**

The most important part of your submission is the photograph. Include a color photograph (any size up to 5 x 7) of each submission project, (no inkjet printouts, please) paper clipped to each application. Do NOT staple, tape or glue the photo to the application form. Avoid blurry images, or clutter in the photograph. Use contrasting, solid backgrounds, and avoid reflections and glare from a flash. Be sure to mark the back of the photo which end of the photo is "Top", especially important with florals! Do not email your photo, we need a hard copy photo for judging, and for accurate color when scanning. Photos will not be returned. The photo can, and most often does, make or break (so to speak) the class itself. Your project is, in fact, "the product" we all want to sell, so we pay particular attention to the "presentation" of that "product".

### **SUBJECT MATTER:**

Each project should be pleasing to the eye, and not cluttered or "busy". Avoid as much as possible, items on the project that are very small or detailed. This means tiny petals on flowers, little insects, etc., that would not show up very well when scanned and reduced to put in the class directory and on the website. Consider popularity, For example, paintings of dogs don't sell well because a majority of students don't want to paint a breed of dog they don't have. However, puppies are all cute regardless of breed. Please do not submit craft projects or ceramic figurines. This is a painting convention, not a craft show.

### **SUPPLIES:**

The teacher should provide the following to each student: painting surface, prepared and ready to be painted on, paint, printed instructions, a color photo of the finished project, and any other "unusual" supplies that the student would not normally have for a class. Distribution of manufacturer's samples to students, including paint, is encouraged since it keeps the students' costs lower, and benefits the manufacturer by allowing the students to try-out new products. Keep your surface "practical". Consider how a student would get their finished piece home as most travel by air. If your submission involves any new techniques, mediums, or surfaces, please check with us to see if the appropriate vendor will be exhibiting at the Convention.

### **SUPPLY COST:**

We attempt to keep the costs to the student down as much as possible, because many are on a limited income, and much of their expense goes to meals, travel, and lodging. Surfaces having minimal cost without making a sacrifice in quality is a plus. The supply charge listed on the application will be published in the class directory, and cannot be changed.

**SKILL LEVEL:**

The appearance of some "beginner" classes suggests more experience may be needed. This tends may intimidate a beginning student, so carefully choose only one appropriate skill level on the application.

**CLASS LENGTH:**

We offer 2, 3, 4, or 6 hour class sessions. Students should be able to complete the project within the allotted time without being rushed, so please plan your class accordingly. Higher priority is given to 3 or 4 hour classes over 6 hour classes. (We can only schedule two 6 hour sessions per day in a classroom, whereas we can schedule three 4 hour sessions per day in the same classroom, allowing us to serve 50% more students.) VERY few 6 hour classes are selected.

**TEACHER FEES:**

Teachers will be paid at the rate of \$3.50 per hour per student. It is the teacher's responsibility to collect class admission tickets, and turn them in at the convention office. Payment for class fee is based on the number of tickets turned in. Checks are mailed within 72 hours after the close of the convention. Maximum class size is 36 students.

**MONITORS:**

Monitors are not provided. Teachers should arrange for their own class monitors if desired. You may enlist the aid of a student at the beginning of class.

**REGISTRATION:**

Teachers need NOT register for the convention unless taking a class from another teacher.

**CLASS CANCELLATION:**

Any class not "sold" to at least 5 students by the time 500 have registered may be cancelled. Any teacher who cancels after publication of the class directory will be liable for costs of refunds to students for that class.

**OTHER TERMS AND POLICIES:**

Teachers will have spill cleaning/stain removing substance in class, exercise care with all paint materials, and will hold harmless the Creative Painting Convention for any such damage which may result. Teachers are also invited to exhibit at the convention. We will make every effort to arrange your schedule so you would not be teaching during the exhibit hours. No guarantee, but we'll try. Should you have any questions, please call Jay Sharp at (702) 221-8234, 11:00 am - 6:00 pm Pacific Time.

**MAILING INSTRUCTIONS:**

Make a copy of the application for each item submitted, and clip (do NOT staple, tape, or glue) the color photo of your design to the application. Send submissions to Creative Painting, 2875 Santa Margarita St. Las Vegas, NV 89146.

**TIMELINESS:**

This is a critical component that, if not followed, would result in immediate disqualification. The **deadline for class submissions is March 10th of every year for the following year's Convention.** (We do allow a 10 day "extension" for a payment of \$10 payable to Creative Painting.) Any submissions that are received after March 20th, will not be considered at all. To be given full consideration, be SURE to get your submissions in on time.

We hope this helps you better understand some of the "behind the scenes" things dealt with each year when teacher submissions arrive, and best of luck to you in being selected when you apply!