The ART PAPERS ART AUCTION

Artist

FREQUENTLY ASKED QUESTIONS
WHEN IS THE AUCTION?
Saturday, April 17, 2021
Art Auction + Party: 7:00 to 9 pm
Streaming Virtually
Artwork on view by appointment: April 5-16

WHAT DOES THE AUCTION LOOK LIKE THIS YEAR?
Like most years, the Art Papers Auction + Party will take place on one night only, April 17, but this year will be a hybrid experience with in-person elements and a multi-platform virtual party. Artworks will be installed and on view by appointment @ Indie Studios for two weeks prior to the event. During that preview time, artworks will be available for bidding and “Buy It Now.”

The virtual party will begin on April 17 at 7pm with music by the Art Papers house band. Also happening at 7pm, our sponsors and host committee members will have first access to a curated group of small works (valued between $100-$300) available for sale.

At 7:30pm the virtual event goes live from Indie Studios and will feature familiar faces, Art Papers friends, and entertainment with lots of focus on the artworks up for bid.

The virtual event comes to an end at 8:15 but the party continues with more music until the Auction closes at 9pm.

WHERE CAN I FIND THE AUCTION WEBSITE?
APAuction2021.givesmart.com

WHAT ARE THE PARTICIPATION BENEFITS THIS YEAR?
As in past years, you will have the choice to take a commission or donate all of the proceeds from the sale of your work.

As a thank you, you will also receive a complimentary 1-year subscription to ART PAPERS magazine. And your name will appear on Auction-related materials as well as in the Summer 2020 issue of ART PAPERS magazine.

HOW MANY WORKS CAN I SUBMIT?
We thank you for your generosity, but ask that you please only submit one work. This ensures that we have room for all of the artists that wish to participate.
HOW DO I ACCESS THE ONLINE FORM TO SUBMIT INFORMATION ABOUT MY WORK?

You will receive the link to the submission form via email.

Please note that you must complete all the required fields in order to submit the form. Information must be submitted all at once. You cannot save and return to the form. You may want to type everything in a Word document and cut and paste into the form to take advantage of spell check.

WHAT IF I DISCOVER A MISTAKE WITH MY ARTWORK ENTRY?

Please email auction@artpapers.org with the correct information and Art Papers will make the changes for you. Please do NOT make a second upload into our system.

WHAT INFORMATION DO I NEED TO FILL OUT THE SUBMISSION FORM?

The information you provide in the online submission form will be used to populate our online gallery, which is where collectors go to preview and bid on artworks.

In addition to standard information about you, we will also need specific information about the artwork you are submitting including:

- Title
- Date
- Medium
- Dimensions (framed and/or unframed)
  
  * Works in the Small Works section should not exceed ~14" for the longest dimension.
- Retail Value
- Opening bid

In addition, we ask for a narrative bio of 1,000 characters max. Please do not submit a CV.

In addition, we encourage you to list the galleries that represent your work along with your website(s) and those of your gallery/galleries.

IMAGE

Please have an image of your work available when you upload your information. The image file type should be a .JPG or .PNG. The system will not accept a PDF. And the file should be 1MB or smaller.
HOW DO I DETERMINE THE RETAIL VALUE AND STARTING BID FOR MY ARTWORK?

The Retail Value is the full price the work would sell for (framed or as presented) in a gallery. This value should be consistent with the price of similar works you have sold to date.

Setting the Starting Bid is not a science but industry standards recommend a starting bid somewhere between 25% and 45% of an item’s retail value. Setting the starting bid too high may discourage bidders from bidding, whereas setting the starting bid too low may mean that the item doesn’t reach its maximum retail potential. Make sure you set an opening bid value at which you would feel comfortable with the work selling.

If you have any questions, contact auction@artpapers.org.

Art Papers will determine the bid increments for all works using a standard formula based on the retail value of the work.

WHEN, WHERE, AND HOW DO I NEED TO SHIP/DELIVER MY ARTWORK?

IF YOU RESIDE IN THE ATLANTA AREA, please plan to deliver your work to Indie Studios on Sunday, March 28 between noon and 5pm. We will email you with additional information about artwork drop off closer to the date.

IF YOU RESIDE OUTSIDE OF THE ATLANTA AREA, please ship your work to the following address for delivery no later than Friday, March 26.

ART PAPERS
Attn. Saskia Benjamin
1083 Austin Avenue NE Suite 206
Atlanta, GA 30307 USA

Please clearly label BOTH YOUR ARTWORK AND YOUR PACKAGING WITH YOUR NAME.

If you have any questions about shipping or delivering your work, please email auction@artpapers.org.
WHO PAYS FOR SHIPPING?
We ask that you please cover the cost of shipping your work to the Auction. Should your work not sell, Art Papers will cover the cost of returning the work to you. If this policy proves to be a hardship for you, causing you to be unable to participate, please contact auction@artpapers.org.

IF I´M SHIPPING MY WORK, HOW DO I KNOW IT ARRIVED SAFELY?
Art Papers will email you confirming receipt of your work.

In the unfortunate instance that your package and/or work arrives damaged, we will email you photos of the damage so that you can take action with the shipper. Please pack your work well to ensure that it arrives safely.

Please note that shipping framed works with glass rather than Plexiglas is precarious at best. But if you must, it is best practice to completely cover the glass with blue painters tape or similar (do not use packing tape or another kind of tape that will leave residue) and cover the face of the work with a piece of cardboard or foam core. Then pack with plenty of padding.

If you are shipping a work unframed, please use multiple layers of cardboard or foam core (layer with the grain of cardboard in opposite directions). Be sure your artwork is spaced away from edges and corners of box with extra packing material. Corners and edges of packaging are especially vulnerable to damage during shipping.

WHAT DOES IT MEAN FOR MY WORK TO BE "INSTALLATION READY"?
We ask that all works be installation ready. If your artwork hangs on the wall, it must have some form of hanging hardware. D-rings are preferred, but a wire or hanger is acceptable. We have very little time to install the 200+ works and having to attach hanging hardware slows the installation crew down considerably. Without hanging hardware, you also run the risk that your artwork will be installed incorrectly.

If your work is intended to be unframed, or has special installation needs, please include hanging hardware, or indicate your preferred hanging method. Otherwise our installation team will use their best judgment.
WHAT IF MY ARTWORK HAS SPECIAL INSTALLATION NEEDS OR IS COMPLICATED TO INSTALL?

We are curious to know ahead of time if your work requires a pedestal, electricity, or has special installation needs or considerations. We ask that you please take the time to answer this question on the online artwork donation form and provide details so that we are prepared at installation time.

If your piece is complicated to install or must be installed in a specific manner (such as a sculptural work with component parts) we ask that you provide installation notes/photos/drawings with the piece either at the time of in-person delivery, or in the package when shipped.

MY WORK IS VIDEO-BASED.

IS THIS APPROPRIATE FOR THE AUCTION, WILL ART PAPERS SUPPLY THE AV EQUIPMENT?

Art Papers is unable to provide any AV equipment (DVD players, flat screens, projectors, etc.). Please consider these items part of the artwork and ship/deliver them with your piece. Of course, we will not sell the AV equipment with the work unless instructed to do so. Equipment can be picked up on Sunday, April 18.

WHAT IF I CAN’T AFFORD TO FRAME MY WORK?

Art Papers is working to secure framing assistance with local partners but we anticipate that we may be very limited in what we can offer because of the impact of the pandemic on our partners. For this reason, we are also unable to offer framing assistance for artwork in the Small Works section. However, it is not a requirement that works be framed.

If you need assistance with framing, you must first upload your artwork into the online form and then email auction@artpapers.org with the subject line “framing assistance”. We will confirm with you whether we can provide framing assistance or if you have been placed on a waiting list. Please note that we cannot frame any work larger than 32 x 40 inches.

Your artwork must be shipped to or dropped off at the Art Papers office by Monday, March 1st (preferably earlier) to allow the framers enough time to work. Absolutely no framing will be done after that date.

WHAT ARE ART PAPERS OFFICE HOURS?

Due to COVID precautions, Art Papers has reduced office hours to M-Th from 11am-5pm. Email auction@artpapers.org to schedule a time to come by.
WHAT HAPPENS IF MY WORK DOESN’T SELL?

Any artwork that does not sell during the auction will be available for sale during artwork pick-up on Sunday, April 18 from noon to 5pm. Works will be available at their opening bid.

If your work did not sell, and you live in the Atlanta-area, we will contact you on Sunday, April 18. We ask that you please make every effort to come by between noon and 5pm that day to pick up your artwork. Any works not picked up, will be transported to the Art Papers office for pick up there. If you live out of state, we will contact you to arrange for the return of the work.

For artists living out of state, we will follow up with you by the end of April to arrange return shipping.

HOW WILL I KNOW IF MY WORK SOLD AND WHO PURCHASED IT?

Because we use mobile bidding, you will be able to see if your work sold when we close the silent auction at 9pm. In addition, Art Papers will send you an email with the name of the collector who purchased your work along with the sale price. Give us at least until mid-May to get that information to you.

WHEN AND HOW WILL I RECEIVE PAYMENT FOR MY ARTWORK?

Please allow us up to 60 days to mail your commission check to you. If you prefer to receive payment via PayPal or by wire transfer, please let us know when you receive confirmation that your work sold. Please note: if your work sells for $600 or more, you will be required to fill out a W-9 form for tax purposes prior to receiving payment.

WHAT IF I HAVE OTHER QUESTIONS NOT ANSWERED HERE?

Please email: auction@artpapers.org
or call: 404 . 588 . 1837