



Artist's Packet Cairo Bears Community Art Project 2019

Sponsored by
Cairo Development Foundation
PO Box 251
Cairo, NY 12413

Questions? Contact Christie Hicks
518-303-8833
CairoNYbears@gmail.com
www.CairoNYbears.org

Calling All Artists!

The Cairo Bears will be returning for the summer of 2019! This is a very exciting new season for the Cairo Development Foundation and the town of Cairo, NY. Once again, Cairo Bears will grace the streets of Cairo, Acra, Roundtop, Purling, and South Cairo. The Cairo Development Foundation is administering the Cairo Bears Community Art Project as a fundraiser to benefit the Cairo Development Foundation's Main Street Revitalization Program in the town of Cairo. We are counting on all of you wonderful artists out there to create incredible, original artwork that will amaze both local bear lovers and those who will travel from far and wide to see the Cairo Bears!

Participating in "Cairo Bears Community Art Project" is a great way for artists to gain public recognition. Both sponsors and artists will be promoted in both print and social media, at events, and on the streets! There will be many promotions and special events throughout the season circulating your name and artwork to the public!

Artists wishing to participate will create colored sketches of their designs for a fiberglass Bear available either in a sitting or standing position. While you have complete freedom with your design, one thing to take into consideration is that some of our sponsors are looking for designs that complement their businesses. Completed designs (limited to three submissions per artist) need to be submitted to the Cairo Bears Committee for the selection process. It is essential that all designs be submitted by **December 31, 2018**. Any designs submitted after the due date are at risk of not being chosen by a sponsor. Once the design has been approved by the committee, your design will be circulated to available sponsors. Once all sponsors have chosen an artist's design, our office will notify you whether or not your design was selected by a sponsor. The Bears will be ready to be picked up at the Cairo Development Foundation office in late January or early February, and over the next several months, artists will transform their Bears for the Memorial Day Weekend unveiling. The Bears will be on display in Cairo and the surrounding communities from Memorial Day through Labor Day. Following their summer on the street the Bears will be auctioned at the **Cairo Bears Auction on September 28, 2019**.

In profound appreciation for the work done by our artists, you will receive a 25% share of the gross amount for which the Bear is auctioned. Artists who return their work by the due date will receive the 25%. However, U`H`g`l`g`k` \ `c`X`c` `b`c`h`X`Y`j`j` Y`f` `h` Y`j`f` `V`e`a` d`Y`h`X`6` Y`U`g` `V`m`h` Y`X`i` Y`X`U`h`Y`k`J` `f`Y`W`j` Y`U`g`a` U` `Y`f` `d`Y`f`W`b`h`U`j` Y`It is unfortunate that this needs to be done, but the tardiness of even one Bear delays the timely production of the brochure.

Selection & Approval Process

- 1) The Cairo Bears Committee will review all submission packages for inclusion in the project.
- 2) Designs approved by the committee will be presented to the sponsors for consideration. The sponsor will make the final selection of the design and notify the Cairo Development Foundation.
- 3) All artists will be informed whether or not their design has been selected by a sponsor.
- 4) Artists will receive \$50 compensation for supplies when their Bear is picked-up.
- 5) Artist will receive 25% commission from the gross auction price of the Bear if the Bear is completed by the due date, April 15, 2019 *"Cb`midUfhU`cf`bc`Vta a]gg]cb`k]`VY`dU]X`Zcf`gi Va]gg]cbg`UZhY`h`YXi`YXUHY`ZYdYbX]b[`cb`\`ck`UH`h`YUfk`cf`_`]g`gi Va]hYX`D`YUgYz`h]g`]g`J9FM]a dcfhUbh]ZH`YVfcW`i`fY`]g`tc`VY`ci`hVmIA`Ya`cf]U`8`Um`°°°°°`"*

What Needs to Be Submitted?

- Artist Agreement (signed)
- Copyright Agreement (signed)
- W-9 (signed)
- A color sketch of your Bear design on 8½" x 11" paper
- Your artist bio or resume for posting on the CDF website

Artist Timeline

| | |
|--------------------------|---|
| September 2018 | Artists Packets available |
| December 31, 2018 | Deadline for Artist Submission |
| January 2019 | Bears selected by Sponsors |
| February 2019 | Artist Notification of selection. Bears available for pick-up by Artists. |
| April 15, 2019 | Bears MUST be completed and returned to CDF |
| May 2019 | Bears Installation begins in time for Memorial Day Weekend |
| September 28, 2019 | Cairo Bears Auction |

Acknowledgement for Artists

Artists participating in “Cairo Bears Community Art Project” 2019 will be acknowledged in the following ways:

- 1) The artist, title, and sponsor of each Bear will be displayed on a plaque which will be mounted on the base of each Bear.
- 2) The artist, title, and sponsor of each Bear will be listed in the “Cairo Bears Community Art Project” brochure which will include a map that indicates the location of each Bear in the Cairo area.
- 3) The artist, title, and sponsor of each Bear will be listed on the “Cairo Bears Community Art Project” website.
- 4) The Bear, along with its artist and sponsor, will be featured in both print and social media throughout the season.
- 5) Artists, Sponsors and Bears will all be honored at the Cairo Bears Auction on September 28, 2019. Artists will receive one free ticket to the Gala.

Resources for Artists

Artists are encouraged to view websites that provide information about similar projects that have taken place in other communities. Cowpainters maintains a website that lists all the programs for which they supply forms. By visiting them at www.cowpainters.com and clicking on the “Projects” tab you can view projects that are taking place in many other cities.

Cowpainters from Chicago is where we will be ordering our fiberglass forms. In addition to the forms, they also provide important consultative services, such as the **“Prep & Painting Tips”**© for artists and their unique **5 fhghfki chjby** info@cowpainters.com assures that the artists get the expert technical guidance they need.

Contact Us

Cairo Development Foundation
Christie Hicks, Cairo Bear Community Art Project Coordinator
PO Box 251
Cairo, NY 12413
518-303-8833
CairoNYbears@gmail.com
www.CairoNYbears.org

Cairo Bears Community Art Project Artist's Agreement

Deadline for submission – December 31, 2018

Artist Name: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: _____ **Evening Phone:** _____

E-mail Address: _____

Website Address: _____

Title of Your Bear: _____

Bear Style Choice: **Standing Bear 36"** _____ **Sitting Bear 21"** _____

Design Statement (Brief description of design what inspired you and/or how it will be made.)

Attached: Copyright Agreement (signed) W-9 (signed)

Artist bio for posting on the CDF website Color 8½" x 11" sketch of Bear design

Assurances: I have completely read the Cairo Development Foundation's Artist Packet, including the **Artist Guidelines, Technical Notes & Design Criteria**, and agree to its contents in full. I acknowledge that all application materials will become the property of the Cairo Development Foundation and no materials will be returned to the artist. I understand and acknowledges that Cairo Development Foundation shall be the sole and exclusive owner of the entire right, title and interest in and to the Cairo Bear Design. All Bears will be auctioned off to the highest bidder on Saturday, September 28, 2019

Artists Signature: _____ **Date:** _____

Copyright Assignment

WHEREAS, _____ (artist's name), an individual having an address at _____ is the Author of the design and sketches (collectively referred to as the "Design") attached to the application submitted to the Cairo Development Foundation's Cairo Bears Community Art Project committee on the same date of this assignment;

WHEREAS, the Artist understands and acknowledges that, as part of the application process, it is intended that the Cairo Development Foundation, with an address of PO Box 251, Cairo, NY 12413, owns the entire right, title and interest in and to the Design. The Artist desires to transfer all of his/her right, title and interest in and to the Design, including but not limited to, all derivative works which are based on the Design to the Cairo Development Foundation;

WHEREAS, the Artist understands and acknowledges that he/she will be notified in writing by the Cairo Bears Community Art Project committee whether his/her design has been approved and selected. The Artist understands and acknowledges that, upon the artist's receipt of written notification that his/her design has been selected and approved, he/she shall apply that design to a Bear sculpture provided by the Cairo Bears Community Art Project committee, thereby creating a Finished Bear ready for outdoor display during the summer of 2019.

WHEREAS, the Artist understands and acknowledges that the Cairo Development Foundation shall continue to be the sole and exclusive owner of the entire right, title and interest in and to the Design, including, but not limited to, all derivative works based on the Design of the Finished Bear is approved for exhibition as described in detail in the Call for Artists for Cairo Bears Community Art Project and that the committee will pay the artist a stipend of \$50 to help defray the cost of materials used in the decoration of a Bear chosen for exhibition. The Artist will also receive 25% of the gross sale price paid for his/her Bear at the final Cairo Bears Auction if the bear is delivered by the due date. Any Bear not sold at Auction may be placed for auction on eBay.

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, and intending to be legally bound hereby, the Artist hereby assigns to the Cairo Development Foundation all his/her right, title and interest in and to the Design and to any derivative works based on the Design including but not limited to any rights it may have in the Finished Bear, together with all copyright application and registrations therefore.

The Artist acknowledges and agrees that, due to the nature of the public display of the Finished Bear, the Cairo Development Foundation shall not be liable for any distortion, mutilation, modification or destruction of the Finished Bear by accident, act of God or person. The Artist hereby waives his/her rights under the Visual Artists Rights Act ("VARA"), 17 U.S.C. 106A, as against the Cairo Development Foundation in the event of such distortion, mutilation, modification or destruction.

The Artist further acknowledges and agrees that if the Finished Bear is vandalized, damaged or otherwise modified and the Artist is unable or unwilling to promptly repair such alteration, the Cairo Development Foundation shall have the right to make, or have made, such repairs, even if the repairs would constitute distortion, mutilation or modification under VARA. The Artist hereby waives his/her rights under VARA in the event and to the extent the Cairo Development Foundation deems such repair necessary.

The Artist represents to the Cairo Development Foundation that he/she is the sole author of the Design and that the Design is an original work of authorship which does not infringe upon the copyright rights or an intellectual property rights of others, and that he/she has the unencumbered right to make this assignment.

In the event the Design is not approved or selected for exhibition, as described in the Call for Artists, the Cairo Development Foundation shall assign (and hereby does assign) back to the Artist all its right, titles and interest in and to the Design.

Print Name: _____

Artist Signature: _____

Address: _____

Bear Title: _____

Date: _____

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

| | |
|---|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. | |
| 2 Business name/disregarded entity name, if different from above | |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i> |
| 5 Address (number, street, and apt. or suite no.) See instructions. | Requester's name and address (optional) Cairo Development Foundation PO Box 251 Cairo, NY 12413 |
| 6 City, state, and ZIP code | |
| 7 List account number(s) here (optional) | |

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

| | |
|---------------------------------------|---|
| Social security number | |
| | |
| - | - |
| or | |
| Employer identification number | |
| | |

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

| | | |
|------------------|----------------------------|--------|
| Sign Here | Signature of U.S. person ► | Date ► |
| | | |

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Artist Guidelines, Technical Notes & Design Criteria

Think permanence and prepare for damage by Time, Weather, and People!

Designs must be **APPROPRIATE FOR PUBLIC DISPLAY**

- The Bears will be placed in highly public, accessible locations where the public can touch the designs. Public safety is a significant concern. Designs should be created with durability and safety in mind.
- Designs that are religious, political or sexual in nature will not be accepted
- Corporate logos and advertising are not permitted
- A review panel will evaluate all designs
- This review panel has the sole discretion to accept or reject any design

PREPARATION

- Wash the surface of your bear to remove dirt and oils before beginning work
- Check for holes to fill or defects in the surface that must be fixed before proceeding
- Fill small holes with a bondo-type product. Smooth and let set before sanding.

EMBELLISHMENTS

- Must be Weather-Resistant
- Affixed so it can NOT be pulled off
- Vandals (and the weather) will try to remove add-ons, so think permanence
- Artists may alter the basic Bear form but cannot compromise its structural integrity.
- The contact points at the base of the Bear cannot be altered or obstructed
- Structural alterations that result in fundamental change to the basic Bear form must be carried out under the direct supervision of an auto body shop or fiberglass fabricator
- Consider the weight of props before using. Heavy or bulky items tend to break off.
- Hats, bags and other items made of fabric may deteriorate and/or fade outside. Weather-proof any fabric with a fabric hardener such as **Paverpol** or **Amazing Fa-Brick**
- If you wish to sculpt forms onto your Bear, we recommend using epoxy putty such as **Magic Sculpt** or **Epoxy Sculpt**
- Props stick best to a clean, unpainted surface. If you have already painted your Bear before adding props, use sandpaper or a wire brush to create a rough surface where you plan to attach props for better adhesion.

EMBELLISHMENTS CONTINUED

- Every time your bear is moved or loaded into and out of a vehicle it is vulnerable to damage. Warn anyone who may help you move your bear NOT to handle by any of the props that have been added to the Bear. Props may look to an outsider like a permanent part of the bear, but they are prone to popping off if handled without the proper care.

PAINT

- Recommended: **Acrylics** by Liquitex, Lascaux, Golden, Windsor-Newton, Daler-Rowney, Pebeo. and other professional-grade **Acrylic** paint
- **Oil-Based Paints** are acceptable, but allow sufficient time to dry before turning in your Bear. Be sure to alter the staff at Quality Auto if you've used Oil-Based Paints when you drop off your Bear. A different clear-coating process is used for Oil-Based paints, so they need to be aware.
- **Avoid all latex paints**

ADHESIVES

- To glue stuff onto your creature, use 2-part 5-minute epoxy adhesives, liquid nails or jewelers cement, or multi-purpose cement.
- Common polyester and polystyrene body fillers such as Bondo and Evercoat are excellent for use both as an adhesive and as a material for sculpting shapes and textures on the Bear.
- Liquid nails and other such construction adhesives may be used as well, although the drying time is longer.
- For optimum bond, we would recommend that adhesives and fillers be used on the fiberglass itself prior to any priming or painting.

CLEAR-COATING

- Weather, including sun, rain, and wind may cause damage to untreated Bears
- Protect your artwork before your Bear leaves your studio by varnishing with a coat of UV-1 gloss varnish, such as Lascaux or Liquitex
- Do not clear-coat over mosaic or mirrored surfaces. Mosaic Bears will not be clear-coated.
- If you use oil-based paint, please notify the committee and/or the auto body shop when you drop off your finished Bear for clear coating.
- The Cairo Bears Committee has arranged for a final auto-body clear coat of your Bear at **Quality Auto Body located at 6316 NY-32, Cairo, NY 12413.**
- Contact Christie at 518-303-8833 or CairoNYbears@gmail.com before dropping off your Bear for clear-coating to arrange a date and time when Quality Auto has space available to receive your Bear

Standing Bear - 36" Tall

Front or Back (choose at least one)

Artist: _____ Bear Title: _____



Standing Bear - 36" Tall

Front or Back (choose at least one)

Artist: _____ Bear Title: _____



Sitting Bear 21” Tall

Front, Back or Side (choose at least one)

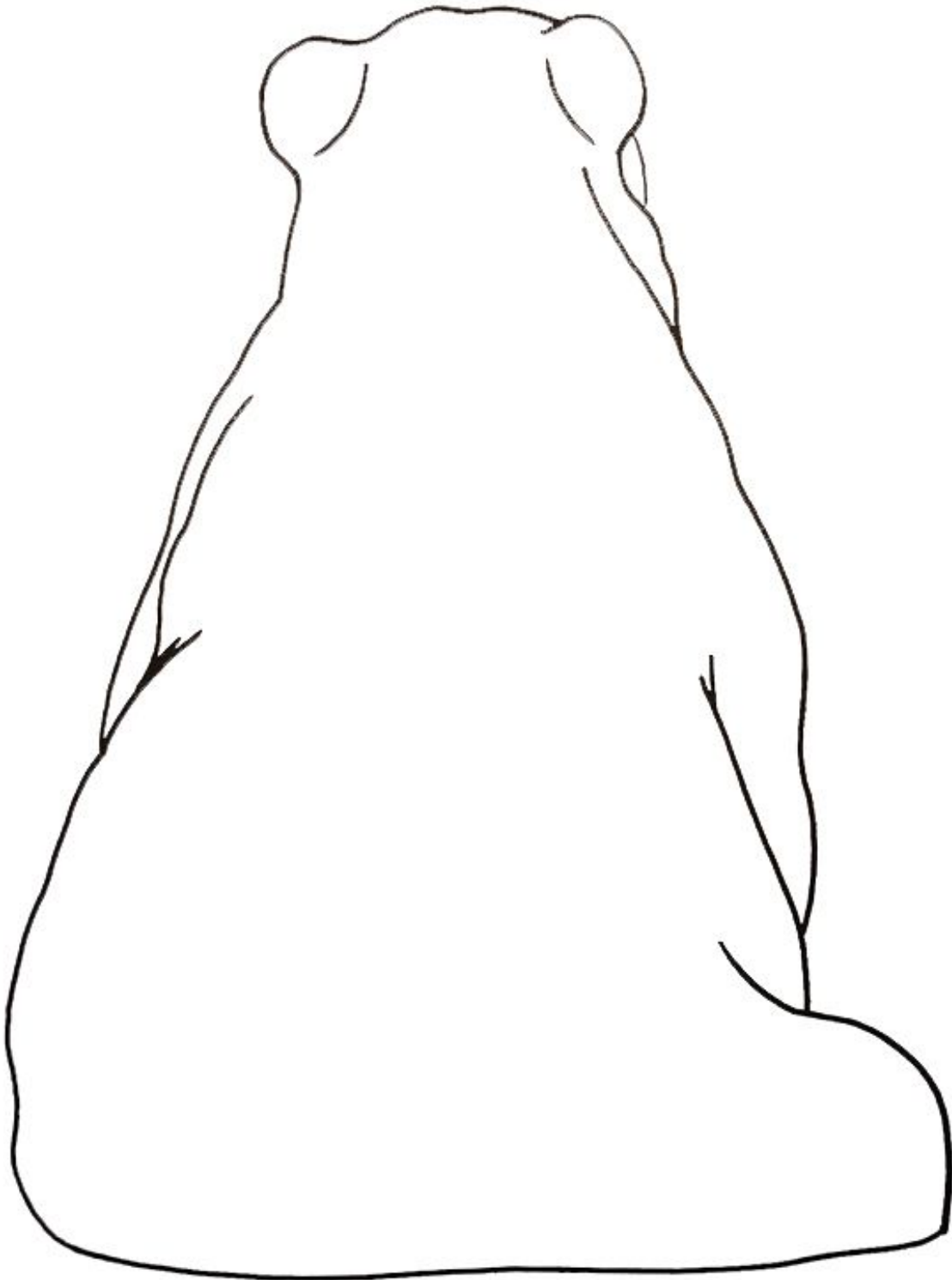
Artist: _____ Bear Title: _____



Sitting Bear 21" Tall

Front, Back or Side (choose at least one)

Artist: _____ Bear Title: _____



Sitting Bear 21” Tall

Front, Back or Side (choose at least one)

Artist: _____ Bear Title: _____

