



## Checklist and Instructions for Artist Member Application

- \_\_\_\_\_ **Application Form:** Fill in all information on the application form below. This form can be filled out electronically and returned as an attachment to an email (Note: See Electronic Application instructions below). Or, it may be printed, filled in by hand and mailed.
- \_\_\_\_\_ **Jury Fee:** The \$40.00 jury fee may be paid by check or money order and mailed. Or, you may pay electronically using Paypal (See PayPal Instructions below).
- \_\_\_\_\_ **Artwork Images and Filenames:** Jury will be by digital images ONLY- with two views required for each 3D artwork. Filenames must include *Artist's Last Name* and the *Image Number* corresponding with the information on the application form (Example: Jones-Image1). For 3D artwork, add A or B after the Image Number for view A or view B (Example: Smith-Image1A). Digital images can be sent as an email attachment or on a PC-compatible CD. *Images must be 300 dpi, no more than 8" at widest dimension and in JPEG format.* If sending via email, each image file size must be less than 3 MB. If sending via mail, CD's must be labeled with artist's name. The Society of Animal Artists will retain all CD's, no CD's will be returned.
- \_\_\_\_\_ **Email to:** [admin@societyofanimalartists.com](mailto:admin@societyofanimalartists.com) OR, **mail to:**  
Society of Animal Artists, 5451 Sedona Hills Drive, Berthoud, CO 80513

### Electronic Applications (preferred over paper!)

- 1- Make sure you have the latest version of Adobe Acrobat Reader. If you need a free update, go to [www.adobe.com](http://www.adobe.com), click on the "Get Adobe Reader" button and follow their instructions.
- 2- Open the Membership Application form and type in the requested information.
- 3- Save the file with your last name in the filename (Example: Jones Application.pdf). Print a copy for your records.
- 4- Create an email addressed to: [admin@societyofanimalartists.com](mailto:admin@societyofanimalartists.com).
- 5- Attach your completed Application Form and images to the email. Press send!

### PayPal Instructions

#### For those who have a Paypal Account:

- 1- Go to [www.paypal.com](http://www.paypal.com) and enter your login/password information
- 2- Select the "Send Money" tab
- 3- Enter [admin@societyofanimalartists.com](mailto:admin@societyofanimalartists.com) for recipient
- 4- Enter payment amount and select the "Services/Other" option
- 5- Press "Continue", then review summary page and press the "Send Money" button.

#### For those who do not have a Paypal Account:

- 1- Go to [www.societyofanimalartists.com](http://www.societyofanimalartists.com)
- 2- At the bottom of the page, click on the "Make a Donation" button.
- 3- For the description, enter: "Jury Fee payment for <artist name here>"
- 4- Enter the amount
- 5- At the bottom of the page, press the "continue" button next to the question "Don't have a Paypal account?"
- 6- Enter the requested information including name and credit card number
- 7- Press the "Review Order and Continue" button
- 8- Follow additional instructions to make payment.



## Artist Member Application Form

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2 (if needed): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Country: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

### Artwork Information (5 examples of your work)

#### **IMAGE 1**

Title of Work: \_\_\_\_\_

Subject: \_\_\_\_\_

Media: \_\_\_\_\_

Artwork Size (in inches) Height: \_\_\_\_\_ Width: \_\_\_\_\_ Depth (3D only): \_\_\_\_\_

#### **IMAGE 2**

Title of Work: \_\_\_\_\_

Subject: \_\_\_\_\_

Media: \_\_\_\_\_

Artwork Size (in inches) Height: \_\_\_\_\_ Width: \_\_\_\_\_ Depth (3D only): \_\_\_\_\_

#### **IMAGE 3**

Title of Work: \_\_\_\_\_

Subject: \_\_\_\_\_

Media: \_\_\_\_\_

Artwork Size (in inches) Height: \_\_\_\_\_ Width: \_\_\_\_\_ Depth (3D only): \_\_\_\_\_

#### **IMAGE 4**

Title of Work: \_\_\_\_\_

Subject: \_\_\_\_\_

Media: \_\_\_\_\_

Artwork Size (in inches) Height: \_\_\_\_\_ Width: \_\_\_\_\_ Depth (3D only): \_\_\_\_\_

#### **IMAGE 5**

Title of Work: \_\_\_\_\_

Subject: \_\_\_\_\_

Media: \_\_\_\_\_

Artwork Size (in inches) Height: \_\_\_\_\_ Width: \_\_\_\_\_ Depth (3D only): \_\_\_\_\_