



The Captain's Summit Artists Alley

The Artist Alley Director/Coordinator for the Captain's Summit is TBD. She will be stationed within the Artist Alley during operating hours, and will be available to assist registered Artists.

General Artist Alley Information

The "Selling Space" term is used to describe exactly how much TABLE the Artist is going to have. Space under and behind the Tables may be used for Storage, and the space behind the Table may be used for Display, provided it does not infringe on other Artist's Space. To guarantee a Space for the length of the Event, the Artist needs to reserve the Space using their **Legal Name**. The Space is Reserved, by completing the bottom portion of this document. All information must be fill correctly, and a Portfolio submitted for reviewing, by the Art Coordinator.

A Table **MUST** submit a Portfolio when applying to The Captain's Summit. This can be a Personal Website, a Tumblr Account, a DeviantArt Account, etc. If you are using an Esty account, please make sure your store is not on hiatus, as we cannot view the items when the store is taking a break.

After you have been Approved, you will receive an Email regarding Payment Options. All payments must be submitted within 2 weeks of Approval. If the payment is not received, or the Artist Alley head has not granted an extension, you will be at risk of losing your spot in the Alley.

The Artist Alley Coordinator understands that special circumstances do arise. We will do our best to accommodate.

This is a 50/50 Fan Art to original Art Event. At least 50% of your Works/Display must be original Art. There are no exceptions to this Rule. If you have questions about any particular pieces, please feel free to contact the Artist Alley Manager.

The Captain's Summit has the right to Refuse, or Deny any Artist/Studio a Table, for any Reason they see fit. If the Artist/Studio is found to have Lied about any information that was given during the Submission Process, or at the Event itself, or is found to have violated the General Convention Rules, The Captain's Summit has the right to deny the Artist/Studio their Table and the Artist/Studio will be Banned from The Captain's Summit's Artist Alley for as long as the Management sees fit.

Setup/Breakdown Hours:

Thursday: 5 pm- 9pm

Friday: 8 am – 11:30 am
Saturday: 9 am – 10 am
Sunday: 9 am – 10 am
Monday: 6 am

Hours of Operation:

Will be Updated after Approval Letters are sent.

TABLES

Half-Table:

Half Tables are 4ft of an 8ft Table, and will be shared with one other Artist during the Event. Half Tables contain two separate, independent Artists/Studios.

Full Table:

Full Tables are 8ft long, and contain only ONE Artist or Studio per Table. Please abide by this Rule when purchasing Tables, if you and a Friend both want an Artists Alley table at The Captain's Summit. Two separate Artists/Studios who want to share a table should purchase half Tables. If there are any questions, please contact the Artist Alley Manager as soon as possible.

Premium Table:

Premium Tables are a 10X10 Selling Space, including two to three 6ft Tables, two to three Chairs, and floor space. This type of Table is ideal for Artists who have larger than average Displays; Artists who perhaps sell Clothing may like this space to display a Mannequin and/or Clothes Racks, for example. There are a limited number of these spaces available.

- Artists and Studios may not purchase more than TWO (2) Premium Booths at one time.

- Non-Artists or "Employees" may not sell other Artist's Artwork on their behalf, or absence, the Artist selling Artwork at a Table/Premium Booth MUST be present at the Event. If you are an Individual, selling works for an Artist not at the Event, please look into purchasing a **Vendor Space** in the Vendor room. For the purpose of THE CAPTAIN'S SUMMIT, if you did not Create what you are Selling and the Artist is not present, you are considered a Vendor. If there are any exceptions, please contact the Artist Alley Coordinator.

REFUND POLICY

If you have an issue where you are no longer able to come to the Event, please let the Artist Alley Manager know as soon as possible. The amount of a refund the Artist receives, will depend how close to the Event the Cancellation was placed.

No-Shows: If an Artist fails to check in for their Table by noon on Thursday, unless previous arrangements have been made, they will be considered a No-Show. Lost tables cannot be reclaimed, and neither Credit nor Refund will be given for No-Show Tables. No Show Tables will then be offered at the Event, on a first come, first serve basis.

Please be aware this is a Final Policy. We understand that issues arise, and that Life happens, however we are firm in regards to the Refund Policy. There have been issues with Artists disregarding this Policy and filing Fraud Claims with Paypal, to receive their full cost back, past our Full Refund cut off date. **Any Artist doing this will be banned from The Captain's Summit for this and future Events.** The Captain's Summit has the right to revoke Attendance Privileges for any Individual committing Fraud against the Event, or disregarding General Event Rules/Contracts.

Structures: Any Structure (Wire Racks, Crates, Display Boards, etc.) brought to Display Artwork of any kind must be of sound construction, and may not extend more than 5 feet above the Table. If any Structure falls down, appears unstable, or extends more than 5 feet above the Table, the Artist to whom it belongs, will be asked to Fix or Remove said Structure, by the Artist Alley staff. In addition, all Displays must reside within the confines of your area. The corners of each Table are considered to be an Emergency Exit/Access for Artists; as such, you may not use the Corners or the Space between Tables for your Display. Displays behind your Table may not impede upon other Artist's Areas, nor disrupt Traffic Flow, in case of Emergency. If you have large Displays, consider purchasing our Premium Tables.

Restricted Items and Guidelines for TCS

The following is a comprehensive list of Genres, Items and Themes we will not allow in The Captain's Summit's Artist's Alley. This list contains a number of Works and Franchises that either:

- Are too close to Copyright Infringement
- Are Works the Original Creator specifically stated not to be Replicated or Reproduced in any Form.
- Are not something the Seller has personally created
- Etc.

Please be aware that this List will change as the Ban on certain items may be lifted, or new ones introduced in the Future.

There is Zero Tolerance for any of the listed following, and if it is being sold in the TCS, the Artist selling will be asked to remove said items.

If Artist refuses to comply, the Artist and any Tablemates will be ejected from the Artists Alley, without a Refund or Compensation.

Also, if anyone has any knowledge of other Copyrighted items that they've heard that the Creators would like to not be sold, please let the Artist Alley know via email, with a source link provided if possible. If you have any questions as to if a work will violate this policy, do not hesitate to email The Captain's Summit's Artist Alley Manager, with an attached Photo of the items in question.

Banned Items

The following list will not be in anyway allowed in the Captain's Summit Artist Alley; no exceptions. Some of the following items may however in fact be better suited for the Vendor's Room, and will be noted as such. Once again, any questions may be directed to The Captain's Summit Artist Alley staff.

1- No food may be sold in the Artists Alley.

2- Glowsticks, flashlights, and other electronic rave blinking items. These items, may be sold in the Vendor Room instead.

3- No copies of existing HATS or PLUSHIES.

-This means taking an existing hat or plush item and replicating it for sale. This is bootlegging.

-IE, an official hat for DISCO (Star Trek: Discovery) already exists, therefore will not be allowed to be sold.

5- Buttons depicting Art, that the Artist themselves did not create.

-This means no creating buttons from recycled Manga pages, Video game strategy guides, etc.

6- "Grab Bags" of any sort will not be allowed, as the contents cannot be seen or monitored by Con Staff for rule infringement.

7- Yard Sale style tables will be allowed.

- The Captain's Summit Artist Alley is your typical yard sale venue. Used merchandise, official or unofficial will be allowed to be sold in the Artist Alley. Items created by the artist will be allowed to be sold. at ANY table, no exceptions. This includes:

- *Plush

- *Figures

- *Cosplay Items

- *Wigs

- *Wall Scrolls

- *Art purchased at previous Artist Alleys or Vendor Room that you did not create or own.

ARTISTS ALLEY RULES AND GUIDELINES

Any Artist found to be in Violation of the outlined Rules will be given one Warning. If another Violation occurs, the Artist will then be required to close their Table and immediately leave the Artist Alley. If the Artist returns, and attempts to Display, Sell, Harass and/or Slander the Captain's Summit, the Captain's Summit's Attendees, or the Captain's Summit's Staff, they will be removed from the Event grounds altogether. Depending on the severity of the infraction, other appropriate Actions may apply, including but not limited to, Banning from Future Event participation, banning from future Captain's Summit Events, and legal action. No Refund will be provided.

Artist Alley is meant to showcase Artist Talent, hard Work, and a Love for creating things. This being said, we here at The Captain's Summit Artist's Alley wish to encourage people to break out of the Fan-Art box and Showcase their original Talent. Details are explained below.

Also, The Captain's Summit is considered a Family Friendly Event, and therefore have rules and stipulations in regards to Hentai, Pornographic, or 18+ Art. Details are explained below.

All Artists will be required to prominently Display their Summit Passes, when occupying their Space.

The Artist Alley is a "Closed Alley" which means it will be locked down after operating hours. With that in mind, Artists may leave Displays and Merchandise intact, but please remove all Valuables (Cellphones, Laptops, Money, etc.) the Captain's Summit and the Venue are not Responsible for anything Lost, or Stolen from the Artist's Space.

Fan-Art:

-Artists are advised to **sell Fan Art at their own risk**. The Captain's Summit 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, Nightvale, etc).

18+ Art:

The Captain's Summit is a family friendly convention, so we have certain rules and regulations in regards to Adult Materials sold in the Artists Alley. If you have any concern if you Art falls into this category, please ask!

1- Any images depicting sexual acts, nudity, gore, extreme violence, or anything related to Adult Materials, will not be openly displayed at any Artists Alley table. These images may be kept in a separate binder or portfolio, or may be censored, not openly left upon the table.

The acceptability of displays featuring adult material is at the sole discretion of the convention and Artist Alley staff. We understand that some images may be considered “racy” while not being outright sexual. If you have any questions about works, which may fall into this category, please contact The Captain’s Summit Artist Alley via E-mail with an attached file of the image(s) in question. Any materials, which are sexually explicit, extremely graphically violent, or otherwise unsuitable for children, must be out of sight, and not on display.

2- These materials may not be shown, or sold to any individuals under the age of 18. It is the Artist’s sole responsibility to card persons in this regard, and the Captain’s Summit asks that only official state identification be accepted.

3- Any Artist selling adult materials to persons under the age of 18 are subject to having their badge and Display privileges revoked, without Refund or Compensation. There will be No Exceptions to this.

4- Artists may post signs stating that they have adult materials for sale, and/or commission.

Commissions:

Commission sales are welcomed in the Captain’s Summit’s Artist Alley, and may include a wide range of services via the Artists. Commissions of Original Characters are at the discretion of the OC Creator.

Commissions taken for delivery at the convention, regardless if the commission was taken pre-convention for delivery or at the convention for delivery are between the artist and commissioner, and the Captain’s Summit is not a party in these dealings. As such, the Captain’s Summit, and the Artist’s Alley staff cannot assist you in locating either the commissioner, or the artist, who was commissioned. **Please make sure you get contact information for one another, as part of your dealings.**

Any Artist accepting commissions requiring a live Model during Artist Alley hours must conduct these commissions in a manner, which does not disrupt Attendees, Staff Operations or fellow Artists. Live Models should be placed so as to not interfere with the flow of traffic, or the space and operations of other Artists.

General: For Attendees and Artists

All non-Alcohol serving, In-Door venues are a Smoke Free environments. All such substances are strictly forbidden. This includes E-Cigs and vaporizers!!

No running, screaming, yelling, rough housing, sparring, fighting, or use of excessive obscene language will be tolerated. This applies for attendees as well as the Artist.

Once Artist Alley hours are over, the Artist has a pack up time of up to 1 hour after closing. Once again, we are a locked alley when it is not open.

No table sniping please! Anyone using any unclaimed space without the permission of the Art Coordinator will immediately be removed. This includes setting up shop, displaying advertisements (fliers, signs, pamphlets), and loitering anywhere within the Artist Alley. If you wish to use a table, please speak with the AA Head, and we will work to see if there is one available.

All displays must be secured and stable.

The Artist may not display outside of their designated space. If you are a table with a dividing curtain behind you, please do not hang anything from these curtains.

No tape, staples, glue, any adhesives, gum, boogers, bodily fluids, or tacks on the walls, columns, floor, curtains, or ceiling. The use of any display, which could cause harm to the venue space is prohibited.

Artists are to be respectful of the other artists in the Artist Alley. Attempts to snipe sales, disrupt business, or bad mouth fellow Artists will not be tolerated. While in the Artist Alley, all Artists are expected to act in a manner which is safe and respectful of the rights of the people around them, including other Artists, Attendees, Venue Employees, and the Captain's Summit's Staff.

Now that you have read the rules, you are ready to submit an application. Good Luck!