

HERSHEY AREA ART ASSOCIATION

INFORMATION AND POLICY GUIDELINES

General Information

1. Hershey Area Arts Association (HAAA) is a tax-exempt nonprofit association under Section 501(C)(3) of the Internal Revenue Code. All donations are fully tax-deductible to the extent allowable by law. Donations and bequests are welcome.
2. The HAAA website, hersheyart.org includes information on meetings, shows, art classes, programs, scholarships, events and other activities available to members and the public. The site is updated regularly. The HAAA website may include events sponsored by other organizations that support the Hershey Area community.
3. Monthly meetings are held September through May at 7PM on the second Tuesday of the month. Meetings are held at the Hershey Derry Township Historical Society (HDTHS) building, 40 Northeast Drive, Hershey PA. Meeting cancellations or changes will be posted on the website by noon of the meeting day.
4. HAAA represents a broad range of interests in the fine arts and visual arts. Artists and those with an appreciation of the arts are encouraged to join. Membership levels are: Individual, Family, Student and Business.
5. Mailing address for HAAA - Hershey Area Art Association, PO Box 654, Hershey PA 17033-0654.

Policies

1. HAAA policies are determined by the Board of Directors (BOD)
2. Action regarding policies, in the name of HAAA, will need BOD approval.
3. Policies will be reviewed by the President and BOD at least every two years and changes will be made with a majority vote.

Membership

1. The HAAA membership form is located on the website, hersheyart.org
2. Membership year is the calendar year. Deadline for dues is April 30. New member dues paid on or after Oct, 1st. of the current year, will be considered paid through December 31 of the following year. Expired dues result in removal from the membership list on April 30th.
3. Membership types include - Individual \$25 for 2019, \$30 for 2020, Student \$10, Family \$40, Business \$250.
4. Members may participate in many activities throughout the year - art classes, paint together, HAAA sponsored shows and exhibits, trips, and more.
5. HAAA is pleased to donate time and talent to various non-profit organizations in the surrounding community.

Art Shows and Exhibits

1. Participating in shows helps to promote the fine and visual arts and allows artists to display and/or sell their work. All HAAA members in good standing (dues are current) are welcome to participate in HAAA sponsored shows and exhibits.

2. Personal art work and/or property will be handled with care. Damage or loss of property is the owner's responsibility. HAAA will not be responsible for any loss or damage no matter how it may have been caused.
3. Members are required to register for shows and exhibits online at hersheyart.org or with a printed registration form. Depending upon the specific venue, artists may be required to submit a digital photo of their work prior to the show or exhibit.
4. Members are required to have a PA Sales Tax License if they intend to sell their work. Collection and reporting of sales tax is the responsibility of the individual artist.
5. Art show guidelines, venue locations, dates and times, visual art/3D restrictions (see 3D art guidelines below), number of allowable items, hanging guidelines, and other specific details are listed on the event page of hersheyart.org. Artists are responsible to comply with show or exhibit specifics.
6. HAAA reserves the right to restrict the content of work in public venues. HAAA will review entries having a theme of nudity or violence, or which demonstrate a political view. If the work is determined to be inappropriate by the Venue Chair and the BOD Executive Committee it will be removed from the show or exhibit. The decision is final.

Fine Art Hanging Preparation and Presentation

The following general guidelines apply to participants of HAAA sponsored shows and exhibits. However, each venue may have unique presentation requirements. The HAAA Venue Chair and BOD Executive Committee makes the final determination of acceptance on all work.

1. Entries must be original work and be the artist's own composition.
2. Artwork must be ready to hang or show in a professional manner.
 - Frames should be undamaged, with clean, unmarred mats and/or glass
 - Tabletop easel frames and uni-frames are not permitted
 - Works should have secure hooks and wires; saw tooth or single triangle hangers are not permitted
 - Artwork must be framed or have a finished, painted edge
3. HAAA will provide standardized show labels to keep all hanging art consistent. The label should be filled out and adhered to the lower right corner of the artwork.
4. The artists shall attach a separate label to the reverse side of the work that contains the artist's name, title of work, and contact information.
5. Printable sales labels are available on the website, hersheyart.org
6. Any necessary packaging for sold items is the responsibility of the individual artist.

3D and Visual Art Presentation

3D or visual art is loosely defined as non-hangable, not made from a kit, not mass produced and must portray creativity and fine craftsmanship. Note cards will be considered auxiliary to fine art and NOT 3D items.

1. The registration form must include a full description of the 3D items.
2. It is the responsibility of the individual artist to provide the equipment necessary to display their work. The equipment must be approved by the Venue Committee or BOD Executive Committee.
3. No 3D items should be larger than 72 inches, unless approved by Venue Committee or BOD Executive Committee.
4. Printable sales labels, similar to those used for hanging art, will be available to print from the HAAA website, hersheyart.org.
5. Any necessary packaging for sold items is the responsibility of the individual artist.

6. The Venue Committee, with assistance from the BOD Executive Committee if necessary, will make the final assessment on any questionable 3D items. The decision is final.

Art Classes

1. Classes are scheduled throughout the year for members and the general public.
2. Class fees are posted on the website, members enjoy a discount.
3. The online art class registration form is available at hersheyart.org . Registration must include payment to ensure participation.
4. Most classes are held in the Community Room of the Hershey Derry Township Historical Society. Parking and entrance are in the back of the building.
5. Some classes are held in other locations and detailed information will be included in the class description on the website, hersheyart.org .
6. In addition to class fees and descriptions, the website information includes details about the instructors background and experience.

Housekeeping for Art Classes

1. For classes held at HDTHS:
 - Watercolors and supplies can be cleaned at the utility sink, located in the hall closet.
 - Acrylic paint wastewater is to be collected and disposed of in a designated receptacle.
 - Oil based supplies, paints, brushes, etc. are not be cleaned in the utility sink. Painters must clean these items in their home.
 - Kitchen and bathroom sinks are not be used for paint cleanup.
 - Floors must be covered in drop cloths, and tables must be covered with vinyl covers.
2. For classes held in other locations:
 - Specific restrictions of the venue must be followed by all students
 - Generally, HAAA will provide necessary floor and table coverings
 - Students will be responsible to take home used brushes, paint palettes or other items unless otherwise indicated.

Students are reminded that HAAA is a guest at various facilities and we should treat their property with the greatest respect.