

**GENERAL INFORMATION**

1. Hershey Area Art Association's Mission Statement:  
"Promoting, Encouraging and Perpetuating the Fine Arts and Fine Arts Education in the Region."
2. Hershey Area Art Association (HAAA) is a tax-exempt nonprofit association under Section 502(c) of the Internal Revenue Code. All donations are fully tax-deductible to the extent allowable by law. Donations and bequests are welcome.
3. The HAAA website, [www.hersheyareaartassociation.com](http://www.hersheyareaartassociation.com), includes information for meetings, shows, art classes, programs, scholarships, events and other activities available to members and for the public. Updates are made when they become available.
4. Monthly meetings are held September through May on the second Tuesday of these months. Meetings are held at the Hershey Derry Township Historical Society (HDTHS) building, 40 Northeast Drive, Hershey, PA at 7 pm. Members and the general public are welcome. Meeting cancellations or changes will be emailed and posted on the website by noon of the meeting day.
5. HAAA represents all age groups and a broad range of interests in the fine arts. Artists as well as anyone with an appreciation of the arts are encouraged to join. Membership levels are: Individual, Family, Student and Business.
6. Mailing address for HAAA: Hershey Area Art Association, PO Box 654, Hershey, PA 17033-0654.

**POLICIES**

1. Policies of the Hershey Area Art Association (HAAA) 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 at least once a year and changes may be made with a majority vote of the BOD.
4. ART SHOWS, DISPLAYS, EXHIBITS:
  - a. Participating in shows helps to promote the fine arts and allows artists to display and/or sell their artwork.
  - b. 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 be caused.
  - c. Members are required to have a PA Sale Tax License if they intend to sell their artwork. The website [www.pa100state.pa.us](http://www.pa100state.pa.us), will provide information for acquiring a license. Sales tax is the responsibility of the individual artist.
  - d. The show chairperson informs the participants of artwork requirements, venue locations and times.
  - e. 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. Members concerned about content must send digital or photo copy of artwork to venue chair two weeks prior to show hanging date. The review is conducted by the venue chair and at least three BOD members with the final approval by venue management. The decision is final.
  - f. Member's comments regarding the show or venue, opinions or suggestions are to be directed only to the HAAA show chair.

## 5. HANGING PREPARATION AND PRESENTATION:

The following general guidelines apply to participants of HAAA sponsored displays and exhibits. However, each venue may have unique presentation requirements. The HAAA show chair for each venue makes the final determination of acceptance on all work.

- a. Entry must be original work and be the artist's own composition
- b. Artwork must be ready to hang or show in a professional manner
  1. Frames should be undamaged, with clean, unmarred mats and glass
  2. Tabletop easel frames and uni-frames are not permitted.
  3. Works should have secure hooks and wires; saw tooth or single triangle hangers are not permitted.
  4. Artwork must be framed or have a finished, painted edge.
- c. Artists with three dimensional works will need to supply their own pedestals or means of display.
- d. HAAA will provide a standardized show label to keep all exhibits consistent. The label should be filled out and adhered to the lower right corner of the artwork.
- e. The artist shall attach a separate label to the reverse side of the work and must contain the artist's name, name of work, and contact information.
- f. All participants will be required to adhere to the specific guidelines for each HAAA venue.

## 6. MEMBERSHIP:

- a. The HAAA membership form is located on the website, [www.hersheyareaartassociation.com](http://www.hersheyareaartassociation.com).
- b. Membership year is the calendar year. Deadline for dues is April 30. New member dues paid on or after Oct. 1<sup>st</sup> 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 30<sup>th</sup>.
- c. Membership types include: Individual (\$20), Family (\$30), Student (\$10), and Business (\$500). Business memberships include a business link on the HAAA website and recognition of their Membership.
- d. Members may participate in many activities throughout the year: art classes, paint together, annual membership art show, trips, and much more. HAAA is also pleased to donate time and talent to various non-profit organizations in the surrounding community.

## 7. ART CLASSES

- a. Classes are scheduled throughout the year for members and the general public
- b. The registration form for classes is located on the HAAA website and may be downloaded, completed and mailed to the address designated for that class.
- c. Most art classes are held at the HDTHS (lower level), 40 Northeast Drive, Hershey, PA. For this location parking and entrance for classes is located in the back of the building.
- d. If a class is held at another location, it will be advertised with the class description on the HAAA website.
- e. Class fees are posted on the website, members enjoy a discount.
- f. A variety of gifted instructors, from the area and beyond, have generously participated in leading HAAA's art classes. The class instructor information along with the dates and payment are found on our website.
- g. Use of the property is limited to the room designated for the class.

8. HOUSEKEEPING FOR CLASSES

- a. **Watercolors** and supplies can be cleaned at the utility sink, located in the hall closet, next to the bathrooms.
- b. **Acrylic** paint wastewater is to be collected and disposed of in a designated receptacle (bucket).
- c. **Oil based** supplies, paints, brushes, etc. are **not** to be cleaned in the utility sink but taken home to clean.
- d. Kitchen and bathroom sinks are not to be used for paint cleanup.
- e. All tables are to be covered with vinyl covers and only vinyl covered chairs should be used for class.

Always keep in mind that HAAA is a guest at the HDTHS and treat their property with the greatest respect.