



CREATIVE PAINTING CONVENTION

2875 Santa Margarita St. • Las Vegas, NV 89146
Phone: (702) 221-8234, 11:00 a.m. - 5:00 p.m. PACIFIC time, Mon - Fri.
E-mail: vegaspaint@aol.com
Website: www.vegaspaint.com

TEACHER APPLICATION INSTRUCTIONS

SUBMISSION INSTRUCTIONS: These instructions are provided to assist you in submitting to teach at the next Creative Painting Convention. Following all the items listed here still does not "guarantee" selection, but can prove helpful. Selections are based mostly on anticipated student interest, merit, and price.

POLICIES & RULES: Some terms and conditions are printed on the Teacher Application, but before completing the application, be sure to read the more complete POLICIES & RULES listed on the website before signing your teacher application, as you are expected to agree to and comply with all policies, rules, terms and conditions listed.

NUMBER OF SUBMISSIONS: There is no limit, nor any mandatory amount of projects you may submit. Many teachers submit only one or two projects. Submitting more provides us flexibility, and can improve your chances of being selected. The same project may also be submitted in different mediums, a separate form should be completed for each.

NON-PUBLISHED REQUIREMENT: Every project submitted must be unpublished, and must remain unpublished until after being taught at the convention. This includes books, magazines, other convention catalogs, packets and DVDs. The project must be something new and **not taught elsewhere**. We do not want our class directory to resemble a reprint of any other, nor do we want students to go elsewhere to take the class selected. The newer and more exclusive the class project, the more likely it is to fill multiple repeat sessions.

PHOTOGRAPH: The most important part of your application is the photograph. Include a color photograph, (a 4 x 6 or 5 x 7) of each project, (no inkjet printouts, please) paper clipped to each application. Do NOT staple, tape or glue the photo to the application form. Avoid blurry images, or clutter in the photograph. Use contrasting, solid backgrounds, and avoid reflections and glare from a flash. Small or detailed aspects of a project (such as insects or small flowers) should have a separate photo taken that may be used as an inset. Be sure to mark the back of the photo which end of the photo is "Top", especially important with florals! We need a hard copy photo for judging, and for accurate color when scanning. Photos will not be returned. The photo can, and most often does, make or break (so to speak) the class itself. Your project is, in fact, "the product" we all want to sell, so we pay particular attention to the "presentation" of that "product".

SUBJECT MATTER: Each project should be pleasing to the eye, and not cluttered or "busy". Consider present trends and/or popularity. For example, paintings of dogs don't sell well because a majority of students don't want to paint a particular breed of dog they don't have, but all puppies are all cute regardless of breed. We are seeking QUALITY, not just QUANTITY. We want to offer classes that will motivate students to attend, which calls for projects that will truly "stand out" from any previous classes offered. Take time to write notes on the back of your application as to what the student will gain from the class, and/or brief description that could be published next to the photo on the website. Please do not submit craft projects or ceramic figurines. This is a painting convention, not a craft show.

SURFACE & SUPPLIES: The teacher should provide the following to each student: painting surface, prepared and ready to be painted on, paint, printed instructions, a color photo of the finished project, and any other "unusual" supplies that the student would not normally have for a class. Keep your surface "practical". Consider size and type of your surface, and how a student would get their finished piece home as most travel by air. If your submission involves any new techniques, mediums, or surfaces, please check with us to see if the appropriate vendor will be exhibiting at the Convention.

SUPPLY COST: We attempt to keep the costs to the student down as much as possible because many are on a limited income, and much of their expense goes to meals, travel, and lodging. Surfaces having minimal cost without making a sacrifice in quality is a plus. The supply charge listed on the application will be published in the class directory, and cannot be changed.

SKILL LEVEL: These are set at Beginner, Intermediate, and Advanced. The appearance of some "beginner" class projects can suggest more experience may be needed. This may tend to intimidate a beginning student, so carefully choose the appropriate skill level on the application. If you don't mind teaching all levels of students, then check all three levels.

CLASS LENGTH: We offer 3, 4, 6, or 8 hour class sessions. Students should be able to complete the project within the allotted time without being rushed, so please plan your class accordingly. Four hour classes are the most popular and easiest to schedule, and very few 8 hour classes are selected due to classroom availability.

MEDIUM: Select appropriate medium on the application and provide brand name. If a project will be utilizing more than one medium, be sure to check all that applies including "other" if what you are using does not fit into any of the categories listed.

BRUSHES: Generically list all brushes needed to complete the project. So as not to "promote" any one brush company over another, Creative Painting will only list the size and type of brushes needed for a project, unless the brush is a "signature" brush by a particular artist such as "Ruby's Round, or Francine's Filbert etc.

MAILING INSTRUCTIONS: Make a copy of the application for each item submitted, and clip (do NOT staple, tape, or glue) the color photo of your design to the application. Send completed and signed submissions to Creative Painting, 2875 Santa Margarita St., Las Vegas, NV 89146.

ELECTRONIC SUBMISSIONS: To submit your application(s) electronically, complete your application, to include Visa/Mastercard/Discover card information at the bottom and scan into your computer. Attach the scanned application and digital photos of each project to an email and send to vegaspaint@aol.com. Send only one application and related photos per email. There is a \$5 charge for each electronic submission (\$10 minimum) to cover costs of printing your photos and applications. More information can be found on the website.

TIMELINESS & LATE SUBMISSIONS: This is a critical component that, if not followed, would result in immediate disqualification. The deadline for class submissions to be received (not postmarked) is March 31st, or the next business day thereafter. (We do allow a 10 day "extension" with a single check for \$10 or more made out to Creative Painting for donation to animal charities). In fairness to those who are timely in sending their applications, any submissions that are received after the 10 day extension, or the next business day thereafter will not be considered, no exceptions. To be given full consideration, be SURE to get your submissions in on time.

NOTIFICATION: All applicants will be notified of selection (or non-selection) approximately 4 weeks after the last submission deadline via email and/or regular mail.

TEACHER ACCEPTANCE AND ACKNOWLEDGEMENT: Included with the acceptance letter will be a Teacher Acknowledgement that MUST be read, signed and returned to Creative Painting within 10 days or their selection may be cancelled and another teacher selected. If a teacher chooses to decline their acceptance, they are requested to do so as soon as is feasible so another teacher may be informed of selection. Failure to comply with the Teacher Acknowledgement can result in cancellation of the class.

If you have any questions or need any assistance, please call Jayne at (702) 221-8234, 11 am - 5 pm Pacific time, Monday - Friday.