



# OTAKON®

Walter E. Washington Convention Center  
801 Mt Vernon Pl NW  
Washington, DC 20001  
www.otakon.com  
July 28<sup>th</sup> - July 30<sup>th</sup> 2023

## Art Show Registration Form

Please fill out and sign both acknowledgments if you are registering as both Artist and Bidder. If you are registering as a Bidder please only fill out the bidder acknowledgement. Artists registering with an agent should not fill out the bidder acknowledgement.

### Artist/Bidder Contact Information

\*PLEASE PRINT CLEARLY\*

Full Name: _____	
Nom de Plume (Artist Only): _____ <small>This is your Artist Identity or Studio Name</small>	
Address: _____	Unit #: _____
City: _____	Country (If not USA) _____
State: _____	Zip Code: _____
Email: _____ <small>This is where your payment will be sent.</small>	
Phone # (Where you can be reached at the convention): _____	

### Artist Acknowledgment

I \_\_\_\_\_ understand Otakorp charges a **fee of 16%** of all sales made and all taxes and fees will be paid before I receive payments. I also understand if my work is selected for inclusion in the Art Auction, Otakorp may publish an image of the artwork to advertise the inclusion of the piece in the Auction. I hereby grant Otakorp a royalty free license to use any artwork selected for the Art Auction in the program guide, online guidebook and/or website for the Otakon convention in connection with the promotion or discussion of the Art Show/Art Auction. I \_\_\_\_\_ agree to abide by all requirements and guidelines of the Art show.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Bidder Acknowledgment

I \_\_\_\_\_ understand and acknowledge I am responsible for my login, password, and for any / all bids associated with them. I also understand if I fail to pick up any winning piece(s) then I will become a delinquent bidder. I \_\_\_\_\_ acknowledge and agree to abide by all Requirements & Guidelines of the Art Show.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### \*\*\*Bidder Checklist\*\*\*

- |   |   |
|---|---|
| <input type="checkbox"/> Art Show Requirements and Guidelines                       | <input type="checkbox"/> Email & Online Access is Complete    |
| <input type="checkbox"/> Acknowledged Verify Completion of Bidder Registration Form | <input type="checkbox"/> Verify Bidder's Government issued ID |
| <input type="checkbox"/> <b>**Check box ONLY if Bidder Becomes Delinquent**</b>     |   |

#### Staff Use Only

- |  |   |
|--|---|
| <input type="checkbox"/> Verify Completion of Artist Registration Forms                    | <input type="checkbox"/> Payment of \$25 per lot (10 pieces) Received |
| <input type="checkbox"/> Artist Artwork Online Picture Submission Process Completed        | <input type="checkbox"/> Artist W9 completed and signed               |
| <input type="checkbox"/> Art Show Requirements and Guidelines Acknowledged                 | <input type="checkbox"/> Verify Artist Email Address                  |
| <input type="checkbox"/> <b>**Check Box ONLY if Artist is Registering with an Agent.**</b> |   |

#### \*\*\*Artist Checklist\*\*\*