



OIL PAINTERS of AMERICA

Dedicated to the Preservation of Representational Art

OPA's 6th Annual Great Paint Out

To: Volunteers for the OPA Paint Out

From: Kathryn Beligratis, Executive Director

Re: Instructions for the Great Paint Out

First, I would like to thank you for volunteering your services to help make this a fun, productive event for all OPA members. The idea is to offer OPA members an opportunity to network and socialize with other members in their area. We hope that this will turn out to be a great event that members will look forward to year after year. We have set up some guidelines in order to make this event fairly consistent across the country. Please read the instructions over carefully, and let us know if you have any questions, suggestions or concerns.

Date of Event

Please select a date/time somewhere between September and November, preferably a date on the weekend since many of our members are working during the week. In addition, please select a rain date. While most of you probably head out in all sorts of weather, we do want to have a date scheduled just in case there is a torrential downpour, lightening, emergency, etc.

Time of Event

We suggest your paint out be one day – anywhere from 4 – 8 hours in length.

Location

Most of you probably have some places in mind that would be great for this event. Keep in mind that safety needs to be our number one priority and so we ask that you select a location that will be easily accessible to all of our members – young and old. You need to know whether there is parking close by, restrooms, etc.

Food and Beverage

You can ask people to bring their lunch if there isn't anything really close by...or you can suggest everyone meet afterwards at a local restaurant. Whatever you feel would work best based on your location, etc. Please note, absolutely no alcoholic beverages can be served on location.

Actual Event

If you have a digital camera, or one of the members coming has one, please ask them to bring it along to take pictures. We are going to post some of the pictures on the OPA website, and would like for your group to be included; email them to membership@oilpaintersofamerica.com

IMPORTANT: File name on each photo should have the name of the artist in the photo.

If you need to take pictures on a regular camera, that's okay too. You can send us the pictures once they are developed. We will reimburse you for the film (up to \$10).

Keep in mind, this is supposed to be fun, be sure everyone is introduced and feels welcome. People are coming because they want to be a part of OPA...let's be sure everyone walks away feeling like they've had an enjoyable day and have met some new friends.

Communication with other Members

In order to participate this year, we must receive all paperwork by June 1st. This will give us ample time to list all of the paint outs in the newsletter. The event will be communicated via the website, e-mail as well. However, the details of the event will be communicated and organized through the volunteers. The way in which this event will be communicated to the members is on the website under the Event Section. We will have your state listed as a site, so a member can click on your state and find all the details that you will provide on the attached sheet. If you live in a large state, we will probably have one or more paint outs provided we have enough volunteers. We will post your name, e-mail, and phone number for members to reach you directly. Please try and respond back to messages within 24 hours. We ask that you complete the attached form as early as possible, and no later than June 1, so that we can give members ample time to participate.

Please be sure to keep a list of those members who have contacted you about coming to the event. If for whatever reason, you need to change locations, times, etc., we want to be sure everyone is aware of those changes! Be sure to get their full name, phone, etc. if possible.

SAFETY

While we know that this will be a great experience for everyone, we do ask that as the coordinator of the event you take some precautionary measures as well. Be sure to enlist a friend or two to come along with you. Be sure to bring a cell phone and be familiar with the area, as well as the nearest medical facilities. Do not offer to give rides to the event to anyone you do not know. Do not give out your home address.

OPA CONTACT

Karlene Mondloch, OPA Director of Membership will be handling coordination of OPA's 6th Annual Great Paint Out (2010). Please contact Karlene if you need information or have any questions related to this event by emailing her at membership@oilpaintersofamerica.com.

GREAT PAINT OUT EVENT DETAILS

Your Name: _____

Contact Information (to be posted on the OPA site, under events): _____

Please indicate the following ways members can reach you:

Phone: _____

E-Mail: _____

Date of Event: _____ **Rain Date:** _____

(please choose an alternate event & rain date in case your 1st choice is not accepted on the Master Schedule)

Alternate Event Date: _____ **Alternate Rain Date:** _____

Location of Event: _____

Name **City** **State**

Time of Event

Start Time: _____

End Time: _____

Description of Location: (describe what artists might paint, surrounding areas, restaurants around, etc.)

Directions-(start from a well known expressway, etc. or if you like, e-mail me map quest directions for posting)

Any special instructions to be posted, (ie, bring food and water, \$\$\$, extra sun block, warm clothes)?

Instructions for returning this form:

By Fax: 630-729-3046

By Mail: Oil Painters of America

PO Box 2488

Crystal Lake, IL 60039-2488

By Email: membership@oilpaintersofamerica.com