

Artist's Packet
Cairo Bears & Woodland Creatures Community Art Project
2027

Sponsored by
Cairo Development Foundation
PO Box 251
Cairo, NY 12413

Questions? Contact Yuliya Benoit
760-212-5493

www.cairodf.com
cdfcommunityart@gmail.com

Calling All Artists New Designs Available!

The Cairo Bears & Woodland Animals, will be returning for the summer of 2027! This is a very exciting new season for the Cairo Development Foundation and the Town of Cairo. ***This year we are offering Woodland Creatures along with the bears. We have a limited number of each to choose from. See below for design shape.***

The Cairo Bears & Woodland Animals Community Art Project is a fundraiser to benefit the Cairo Development Foundation's Main Street Revitalization and Program in the Town of Cairo. We are counting on all of you wonderful artists out there to create incredible, original artwork that will amaze both local animal lovers and those who will travel from far and wide to see the Cairo Bears & Woodland Animals.

Participating in "Cairo Bears and Woodland Animals Community Art Project" is a great way for artists to gain public recognition. Both sponsors and artists will be promoted in both print and social media, at events, and on the streets! There will be promotions and special events throughout the season circulating your name and artwork to the public!

Artists wishing to participate will create colored sketches of their designs for a fiberglass animal available either in a sitting or standing position. While you have complete freedom with your design, one thing to take into consideration is that some of our sponsors are looking for designs that complement their businesses. ***Please stick with the original design you submitted*** as much as possible. If you need to deviate from your sketch contact Yuliya Benoit.

IMPORTANT: PLEASE USE A TWO-PART EPOXY GLUE TO SECURE ITEMS THAT NEED TO BE GLUED. J-B WELD CLEAR OR ANOTHER TWO-PART EPOXY GLUE IS RECOMMENDED. MAKE SURE ITEMS ARE SECURE WHEN ADDING THEM TO THE BEAR.

Completed designs need to be submitted to the Cairo Bears & Woodland Animals Committee for the selection process. It is essential that all designs be submitted by **December 31, 2026 or sooner.** Once the design has been approved by the committee, your design will be selected for placement by the CDF.

The animals will be ready to be picked up at the Cairo Development Foundation office in late January 2027. The bears will be on display in Cairo and the surrounding communities from Memorial Day through Labor Day. Following their summer on the street the bears will be auctioned at the **Cairo Bears and Woodland Animals Auction on Saturday, September 18, 2027**.

In profound appreciation for the work done by our artists, you will receive a 25% share of the gross amount for which the bear is auctioned. Artists who return their work by the due date will receive the

25%. However, ***artists who do not deliver their completed bears by the due date will receive a smaller percentage.*** The tardiness of even one bear delays the timely production of the brochure.

If the bear or woodland animal does not sell at auction or cannot be put up for auction due to over deterioration, no commission can be paid. Please use the appropriate materials for an outside community art project. If you are unsure of what to use, please contact Yuliya Benoit at The Art Hub in Cairo.

Selection & Approval Process

1) The Cairo Bears Committee will review all submission packages for inclusion in the project.

2) Designs approved by the committee will then be reviewed for final approval.

3) All artists will be informed whether their design has been selected.

4) Artists will receive $50 compensation for supplies and 1 admission ticket to the auction.

5) Since we are doing different animals, we encourage you to submit several designs on different animals – or the same one on different animals.

6) Artists will receive 25% commission from the gross auction price of the bear if the bear is completed by the due date, April 15, 2025. ***Only partial commission will be paid for submissions after the due date, depending on how late the artwork is submitted. Please, this is VERY important if the brochure and the BEARS are to be out by Memorial Day!!!!!***

7) **PLEASE USE A TWO-PART EPOXY GLUE TO SECURE ITEMS THAT NEED TO BE GLUED. J-B WELD CLEAR OR ANOTHER TWO-PART EPOXY GLUE IS RECOMMENDED.**

8) **DO NOT USE PAPER OR CARDBOARD FOR ANY ITMES ON THE BEAR. THEY DO NOT WEATHER WELL AND WILL NEED TO BE REPLACED.**

What Needs to Be Submitted?

- Artist Agreement (signed)
- Copyright Agreement (signed)
- W-9 (signed)
- A color sketch of your design on 8½" x 11" paper

Artist agreements must be signed and returned

Artist Timeline

November 2026	Artists Packets available
December 31, 2026	**Deadline for Artist Submission-with all paperwork filled out**
January 2027	Bears arrive for distribution
Jan/Feb 2027	Artist Notification of selection. Bears available for pick-up by Artists.
April 15, 2027	**Bears and/or woodland animals MUST be completed and returned to CDF**
May 15, 2027	Bears & Woodland Animals Installation begins for Memorial Day Weekend
September 18, 2027	Cairo Bears & Woodland Animals Auction

ALL COMPLETED BEARS AND WOODLAND ANIMALS ARE DROPPED OFF DIRECTLY AT QUALITY AUTO 6316 ST-32 CAIRO, NY FOR CLEAR COATING

Please Note: It is imperative you adhere to the schedule so the program can run smoothly.

Acknowledgement for Artists

Artists participating in "Cairo Bears & Woodland Animals Community Art Project" 2027 will be acknowledged in the following ways:

1) The artist, title, and sponsor of each bear will be displayed on a plaque which will be mounted on the base of each Bear.

2) The artist, title, and sponsor of each bear will be listed in the "Cairo Bears Community Art Project" brochure which will include a map that indicates the location of each bear in the Cairo area.

3) The artist, title, and sponsor of each Bear will be listed on the Cairo Development Foundation website, www.cairodf.com under the link "Cairo Bears".

4) The animals, along with its artist and sponsor, will be featured in both print and social media throughout the season.

5) Artists, sponsors and bears will all be honored at the Cairo Bears Auction on September 18, 2027. Artists will receive one free ticket to the Gala.

Resources for Artists

Artists are encouraged to view websites that provide information about similar projects that have taken place in other communities. Cowpainters and Icon-poly maintain a website that lists all the programs for which they supply forms. By visiting them at **www.cowpainters.com** and **www.Icon-poly.com** clicking on the "Projects" tab you can view projects that are taking place in many other cities.

Cowpainters and Icon-Poly is where we will be ordering our fiberglass forms. In addition to the forms, they also provide important consultative services, such as the **"Prep & Painting Tips"**© for artists and their unique ***Artists' Hotline*** info@cowpainters.com assures that the artists get the expert technical guidance they need.

Contact Us

Cairo Development Foundation
Yuliya Benoit, Cairo Bears & Woodland Animals Community Art Project Coordinator
PO Box 251
Cairo, NY 12413
760-212-5493
cdfcommunityart@gmail.com
www.Cairodf.com

Cairo Bears Community Art Project
Artist's Agreement
Deadline for submission – December 31, 2026
Please complete fully and print clearly

Artist Name: _____
(Exactly as you want it to appear on plaque and in print)

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: _____ **Evening Phone**: _____

E-mail Address: _____

Website Address: _____

Title of Your Bear: _____

Style Choice: Standing Bear___ Sitting Bear ____ Fox___ Rabbit___ Frog__ Turtle___

Email to cdfcommunityart@gmail.com ☐ Design Statement (brief description of design)

Attached:☐ Copyright Agreement (signed)☐ W-9 (signed) ☐ Color 8½" x 11" sketch of Bear design

Assurances: (Please Initial)
_____ I have completely read the *Cairo Bears & Woodland Animals Community Art Project* Artist Packet, including the **Artist Guidelines, Technical Notes & Design Criteria**, and agree to its contents in full.
_____ I acknowledge that all application materials will become the property of the Cairo Development Foundation and no materials will be returned to the artist.
_____ I understand and acknowledge that Cairo Development Foundation shall be the sole and exclusive owner of the entire right, title and interest in and to the Cairo Bear & Woodland Animal Design and of the bear & woodland animal form itself.
_____ I understand that all bears & woodland animals will be auctioned off to the highest bidder on Saturday, September 18 2027, and that the auction date may be subject to change without notice.
_____ I understand that my final, completed bear and/or woodland animal must be returned to the Cairo Development Foundation no later than **April 15, 2027,** in order to receive the full 25% commission from the fall 2027 auction.
_____ I understand that I could be subject to civil penalties in the event that I accept any funds or materials from the Cairo Development Foundation and then fail to supply a finished bear for outdoor display for the summer of 2027.
_____ I understand that in the event that I am unable or unwilling to make repairs to my bear should it suffer from vandalism, accident, or other incident that causes damage to the Bear and/or woodland animal the Bear & Woodland Animals Committee reserves the right to make such repairs at its discretion. In such case, the cost of repairing said bear may be deducted from any commission that the Artist may earn from the auction proceeds.
_____ The Bear Committee reserves the right to make changes or repairs to the bears at any time if the committee deems that it is in the best interest of the Cairo Development Foundation.
_____I understand that if the animal does not sell at auction of has to be pulled out of the auction due to improper materials and/or deterioration, no commission will be awarded.

Artists Signature: _____ Date: _____

Copyright Assignment

WHEREAS, _____ (artist's name), an individual having an address at _____is the Author of the design and sketches (collectively referred to as the "Design") attached to the application submitted to the Cairo Development Foundation's Cairo Bears & Woodland Animals Community Art Project committee on the same date of this assignment;

WHEREAS, the Artist understands and acknowledges that, as part of the application process, it is intended that the Cairo Development Foundation, with an address of PO Box 251, Cairo, NY 12413, owns the entire right, title and interest in and to the Design. The Artist desires to transfer all of his/her right, title and interest in and to the Design, including but not limited to, all derivative works which are based on the Design to the Cairo Development Foundation.

WHEREAS the Artist understands and acknowledges that he/she will be notified in writing by the Cairo Bears & Woodland Animals Community Art Project committee whether his/her design has been approved and selected. The Artist understands and acknowledges that, upon the artist's receipt of written notification that his/her design has been selected and approved, he/she shall apply that design to a Bear and/or woodland animal sculpture provided by the Cairo Bears & Woodland Animals Community Art Project committee, thereby creating a Finished Bear and/or woodland animal ready for outdoor display during the summer of 2027..

WHEREAS, the Artist understands and acknowledges that the Cairo Development Foundation shall continue to be the sole and exclusive owner of the entire right, title and interest in and to the Design, including, but not limited to, all derivative works based on the Design of the Finished Bear and/or woodland animal is approved for exhibition as described in detail in the Call for Artists for Cairo Bears Community Art Project and that the committee will pay the artist a stipend of $50 to help defray the cost of materials used in the decoration of a bear chosen for exhibition. The Artist will also receive 25% of the gross sale price paid for his/her Bear and/or woodland animal at the final Cairo Bears & Woodland Animals Auction if the bear and/or woodland animal is delivered by the due date

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, and intending to be legally bound hereby, the Artist hereby assigns to the Cairo Development Foundation all his/her right, title and interest in and to the Design and to any derivative works based on the Design including but not limited to any rights it may have in the finished bear and/or woodland animal together with all copyright application and registrations, therefore.

The Artist acknowledges and agrees that, due to the nature of the public display of the finished bear or woodland animal The Cairo Development Foundation shall not be liable for any distortion, mutilation, modification, or destruction of the finished bear by accident, act of God or person. The Artist hereby waives his/her rights under the Visual Artists Rights Act ("VARA"), 17 U.S.C. 106A, as against the Cairo Development Foundation in the event of such distortion, mutilation, modification or destruction.

The Artist further acknowledges and agrees that if the finished bear and/or woodland animal is vandalized, damaged, or otherwise modified and the Artist is unable or unwilling to promptly repair such alteration, the Cairo Development Foundation shall have the right to make, or have made, such repairs, even if the repairs would constitute distortion, mutilation, or modification under VARA. The Artist hereby waives his/her rights under VARA in the event and to the extent the Cairo Development Foundation deems such repair necessary.

The Artist represents to the Cairo Development Foundation that he/she is the sole author of the Design and that the Design is an original work of authorship which does not infringe upon the copyright rights or intellectual property rights of others, and that he/she has the unencumbered right to make this assignment.

In the event the Design is not approved or selected for exhibition, as described in the Call for Artists, the Cairo Development Foundation shall assign (and hereby does assign) back to the Artist all its right, titles, and interest in and to the Design.

Print Name: _____

Artist Signature: _____

Address: _____

Bear and/or Woodland Animal Title: _____

Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

Requester's name and address (optional)

Cairo Development Foundation
PO Box 251
Cairo, NY 12413

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

☐☐ – ☐☐☐☐☐☐☐

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Artist Guidelines, Technical Notes & Design Criteria
Think permanence and prepare for damage by Time, Weather, and People!

Designs must be APPROPRIATE FOR PUBLIC DISPLAY

- The bears and woodland animals will be placed in highly public, accessible locations where the public can touch the designs. Public safety is a significant concern. Designs should be created with durability and safety in mind.
- Corporate logos and advertising are not permitted
- A review panel will evaluate all designs and has the sole discretion to accept or reject any design

PREPARATION

- Wash the surface of your bear to remove dirt and oils before beginning work.
- Check for holes to fill or defects in the surface that must be fixed before proceeding.
- Fill small holes with a bondo-type product. Smooth and let set before sanding.

EMBELLISHMENTS

- **Must be Weather-Resistant**.
- Affixed so it **CAN NOT** be pulled off.
- Vandals (and the weather) will try to remove add-ons, so think permanence.
- Artists may alter the basic Bear or Woodland Animal form but cannot compromise its structural integrity.
- The contact points at the base of the bear cannot be altered or obstructed.
- Structural alterations that result in fundamental change to the basic bear or woodland animal form must be carried out under the direct supervision of an auto body shop or fiberglass fabricator.
- Epoxy 2-part clay such as **Magic Sculpt** or **Epoxy Sculpt** are recommended for sculpting forms onto your bear. Epoxy clay will harden to the same strength and hardness as the Bear form.
- **DO NOT** use Sculpey or similar clays that need to be oven or kiln dried.
- **DO NOT** use terra cotta clay, even if it says “Air-Drying.” It is too fragile and will crack to pieces!
- Props stick best to a clean, unpainted surface. If you have already painted your bear before adding props, use sandpaper or a wire brush to create a rough surface where you plan to attach props for better adhesion.
- Consider the weight of props before using. Heavy or bulky items tend to break off and make the bear difficult to lift and/or transport.
- Every time your animal is moved or loaded into and out of a vehicle it is vulnerable to damage. Warn anyone who may help you move your animal **NOT** to handle any of the props that have been added to the animal. Props may look to an outsider like a permanent part of the animal, but they are prone to popping off if handled without proper care.

CLOTHING, HATS, FABRIC, OR PAPER EMBELLISHMENTS

- Hats, bags and other items made of **fabric** may deteriorate outside. Weather-proof any fabric with a fabric hardener such as **Paver-pol, Amazing Fa-Brick OR Power-tex. Do not use fabric hardener spray since it will not last or harden material enough to weatherize it.**
- Fabric may fade when left out in the sun for long periods of time.
- **DO NOT USE PAPER OR CARDBOARD**
- Varnishing with a coat of Clear UV-1 gloss varnish, such as Lascaux or Liquitex, may deter fading

PAINTS

- Recommended: **Acrylics** by Liquitex, Lascaux, Golden, Windsor-Newton, Daler-Rowney, Pebeo. and other professional grade **Acrylic** paint, ***GOLDEN IS THE PAINT OF CHOICE.***
- **Oil-Based Paints** are not acceptable.
- ***Avoid all latex paints!***

ADHESIVES

- Common polyester and polystyrene body fillers such as Bondo and Evercoat are excellent for use both as an adhesive and as a material for sculpting shapes and textures on the bear.
- Liquid nails and other construction adhesives may be used as well, although the drying time is longer.
- For optimum bond, we would recommend that adhesives and fillers be used on the fiberglass itself prior to any priming or painting.
- **PLEASE USE A TWO-PART EPOXY GLUE TO SECURE ITEMS THAT NEED TO BE GLUED. J-B WELD CLEAR OR ANOTHER TWO-PART EXPOXY GLUE IS RECOMMENDED.**

CLEAR-COATING

- Protect your artwork! Spray your finished product by spraying it with a coat of acrylic such as Krylon
- ***DO NOT use Lascaux UV-1 gloss varnish!***
- Do not clear-coat over mosaic or mirrored surfaces. Mosaic bears will not be clear coated. Seal any grout used with grout sealer.
- Drop you bear off at Quality Auto Body when it is complete.
- The Cairo Bears Committee has arranged for a final auto-body clear coat of your bear at **Quality Auto Body located at 6316 NY-32, Cairo, NY 12413. Please drop them off there.**

Standing Bear - 36” Tall

Front or Back (choose at least one)

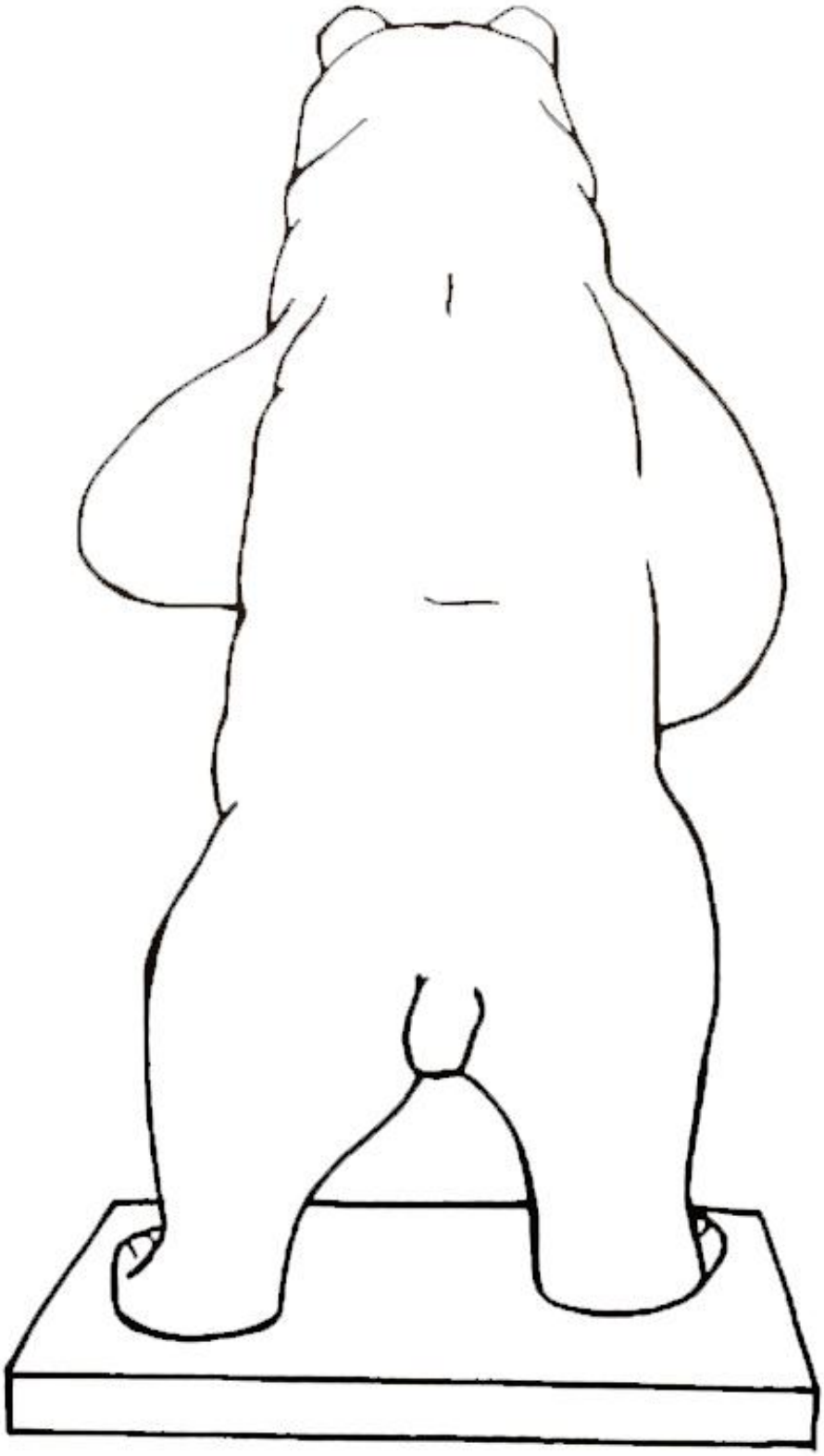
Artist:_____ Bear Title:_____



Standing Bear - 36” Tall

Front or Back (choose at least one)

Artist:_____ Bear Title:_____



Sitting Bear 21” Tall

Front, Back or Side (choose at least one)

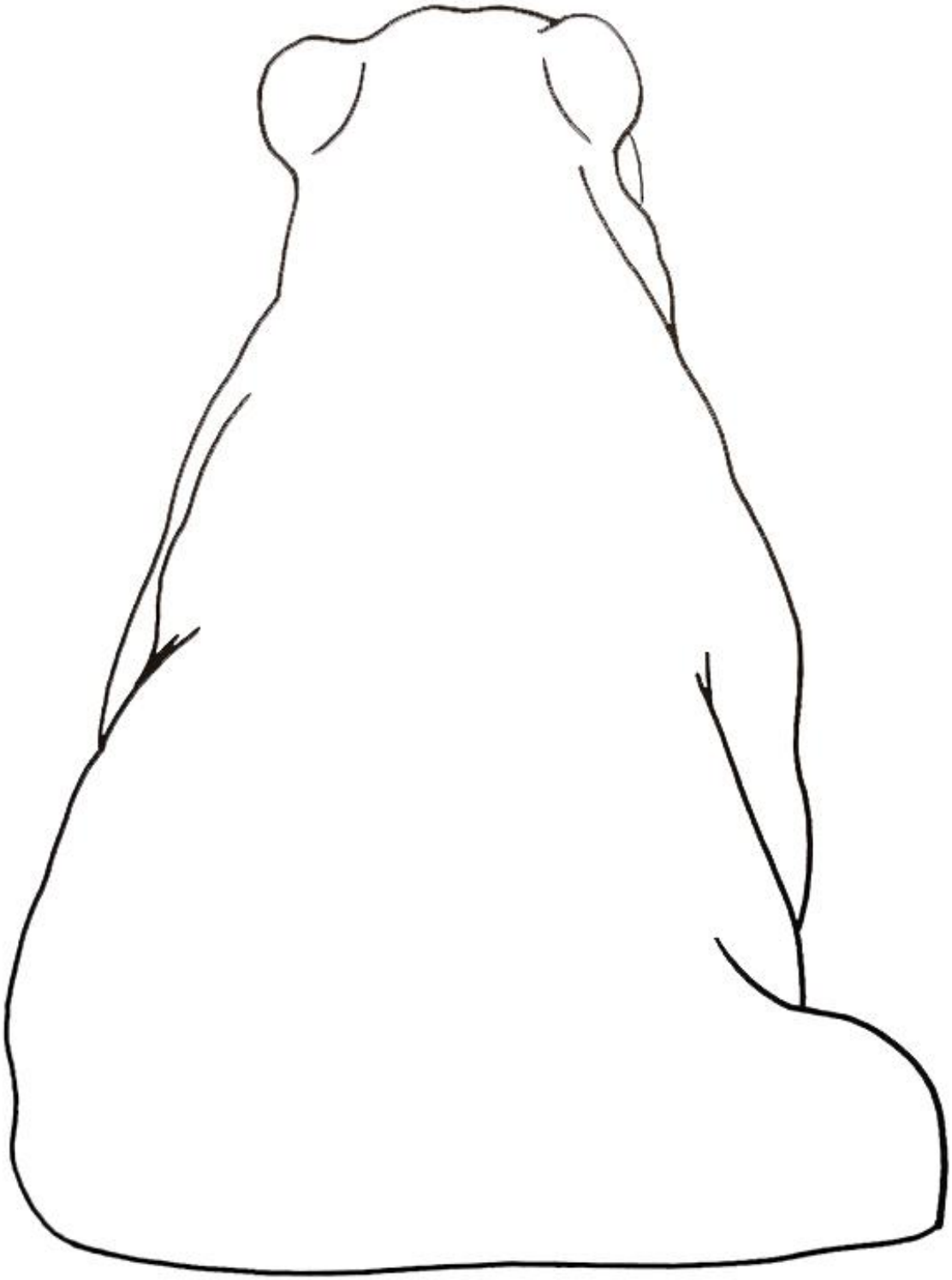
Artist:_____ Bear Title:_____



Sitting Bear 21” Tall

Front, Back or Side (choose at least one)

Artist:_____ Bear Title:_____



Sitting Bear 21” Tall

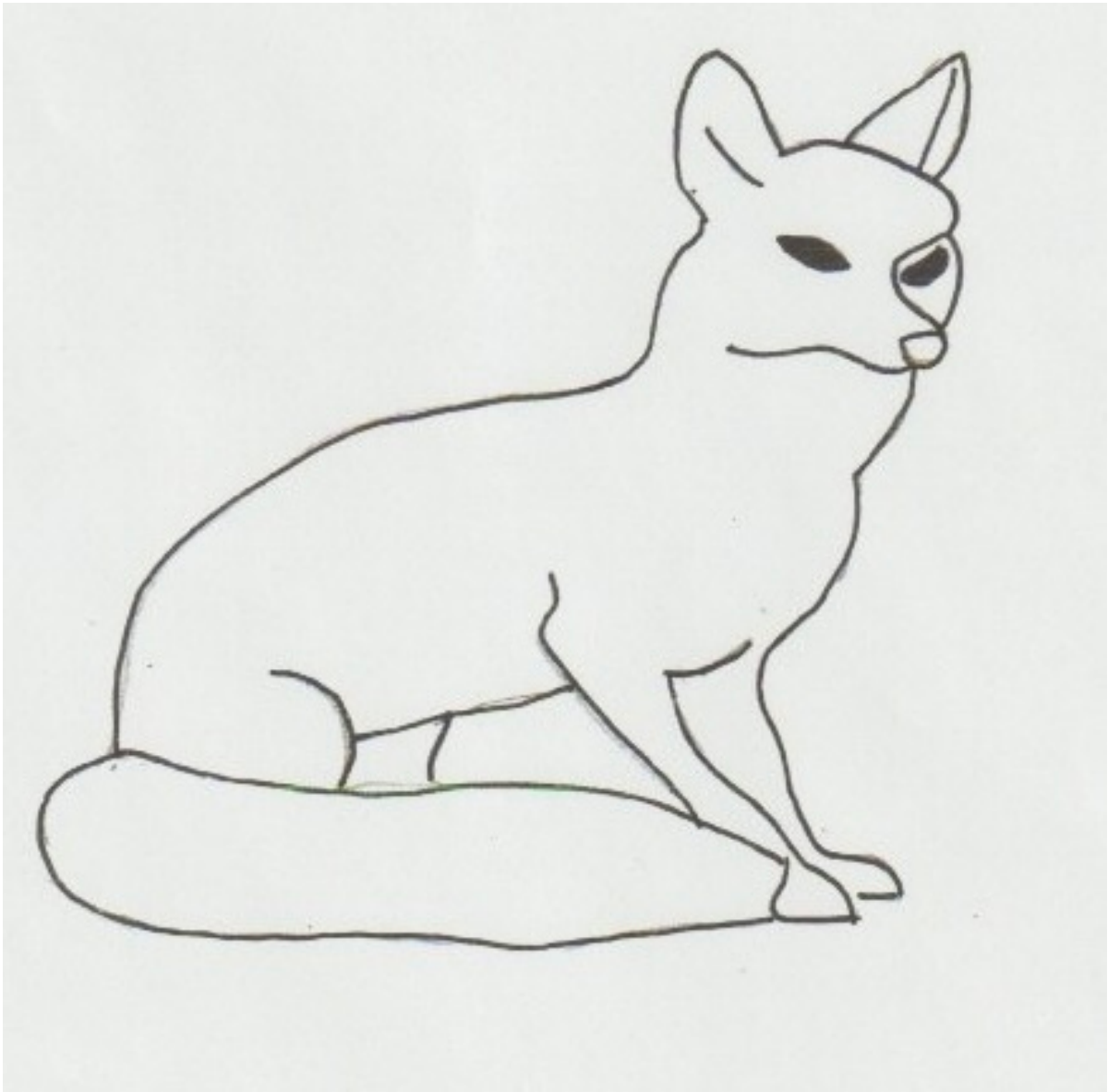
Front, Back or Side (choose at least one)

Artist:_____ Bear Titl:_____



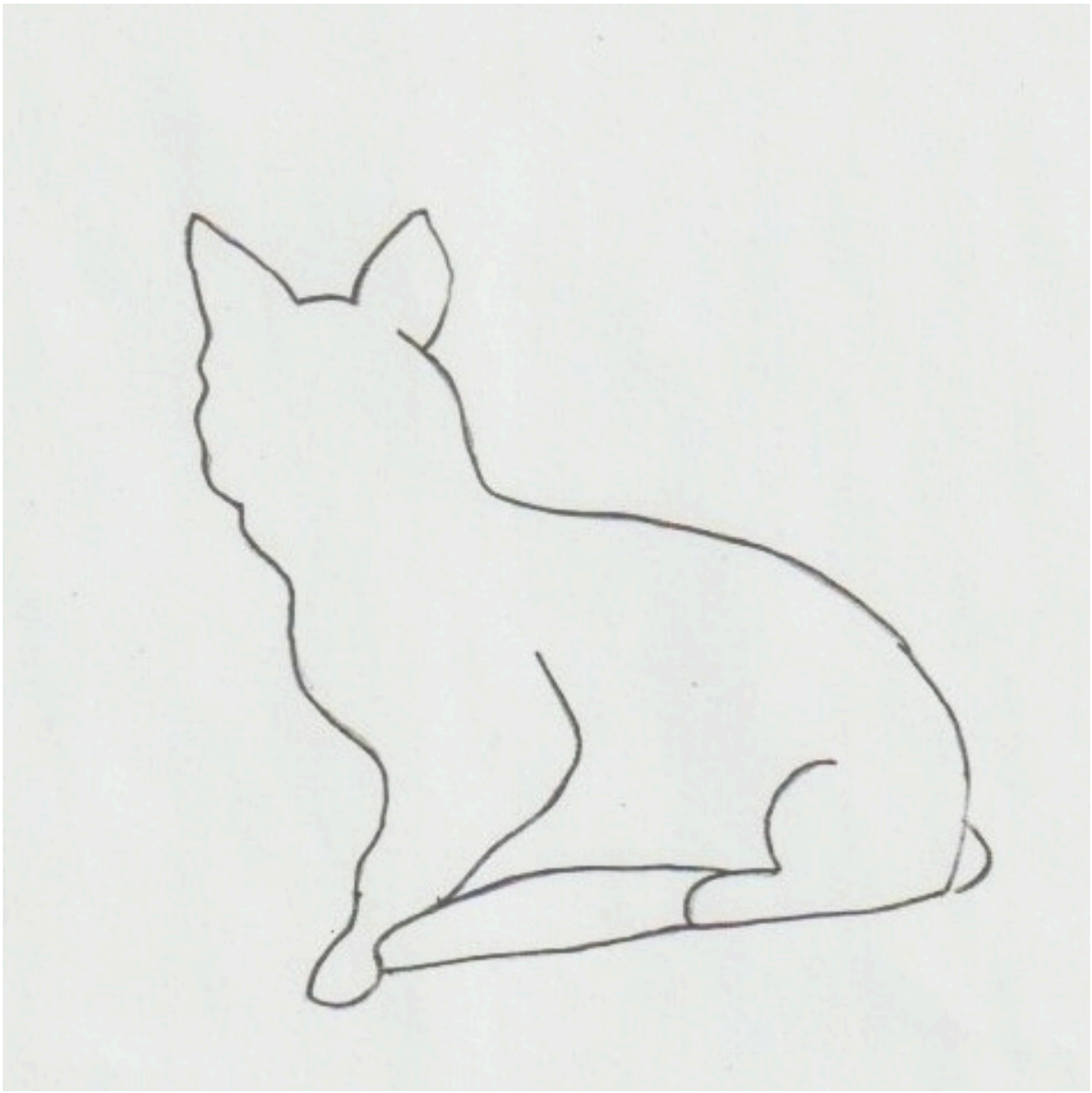
Fox
16”H x 19”L x 10”D

Artist:_____Fox Title:_____



Fox
16”H x 19”L x 10”D

Artist:_____Fox Title:_____



Frog

16”H x 19”L x 10”D

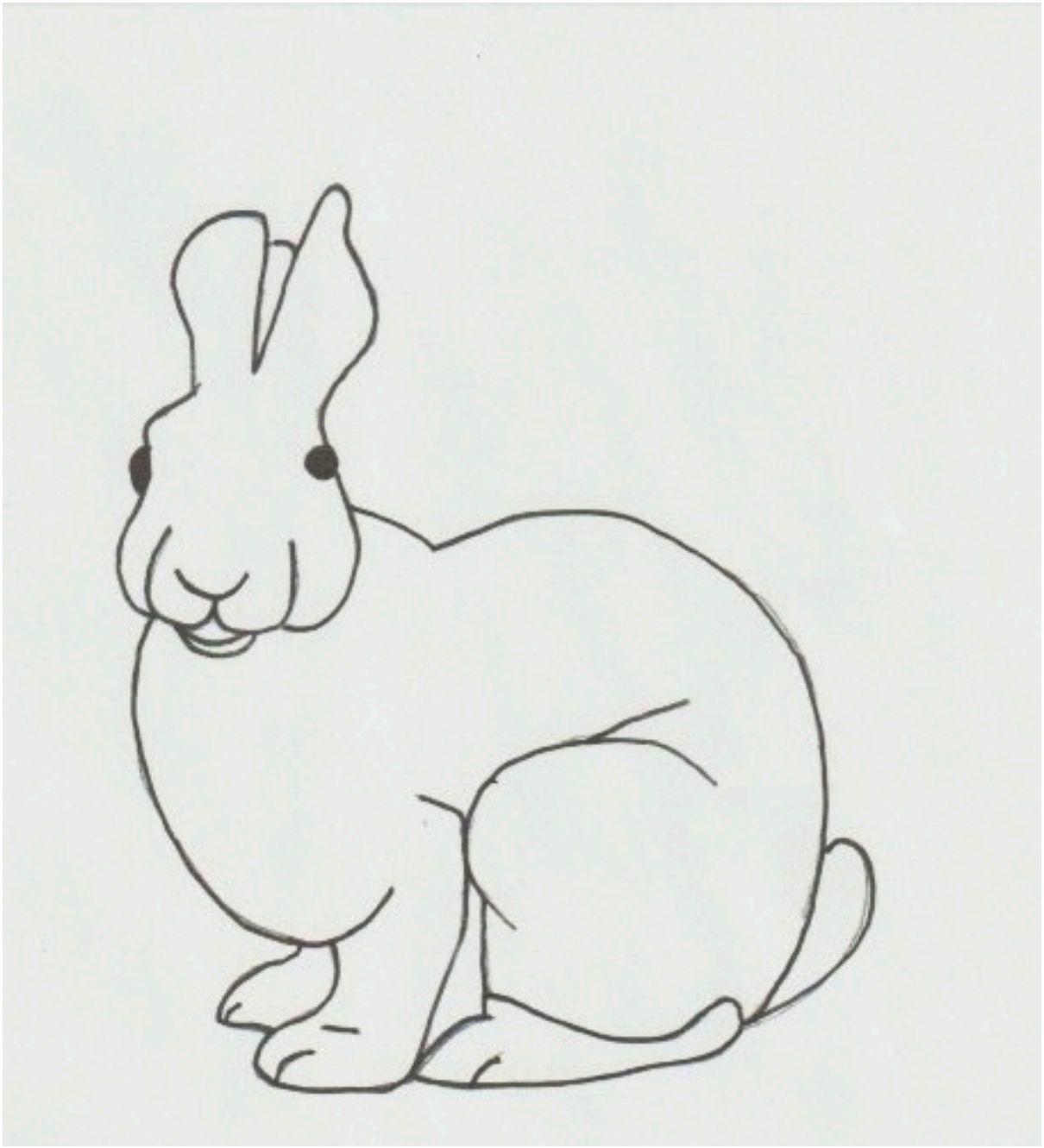
Artist:_____

Frog Title:_____



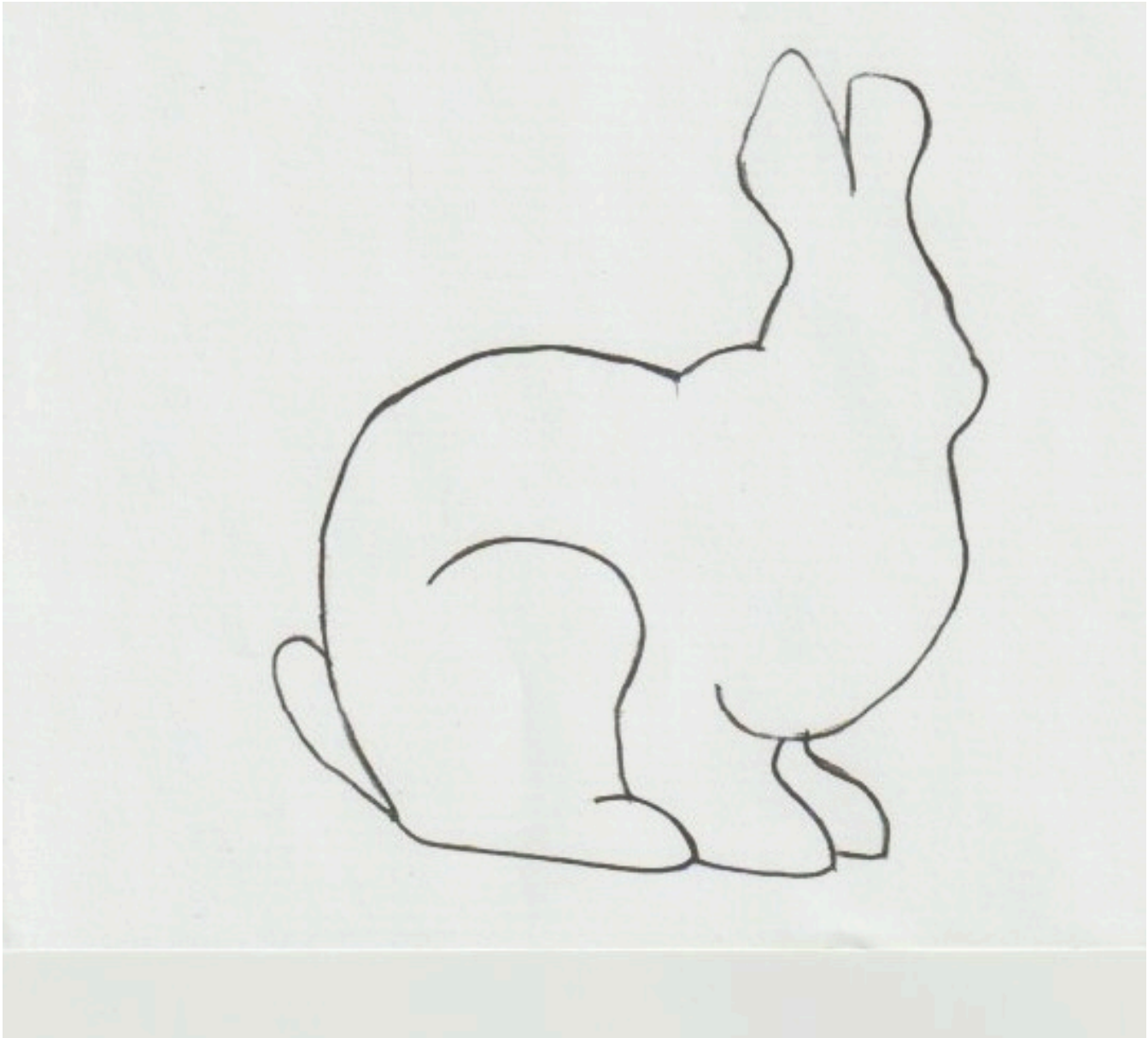
Rabbit
12”H x 11”L x 7”D

Artist:_____ Rabbit Title:_____



Rabbit
12”H x 11”L x 7”D

Artist:_____ Rabbit Title:_____



Turtle
15”H x 35”L x 18”W

Artist:_____Turtle Title:_____

