



# International Guild of Miniature Artisans, Ltd.

## **2019 Guidelines for Fellow Membership Application**

As a continuous Artisan member of the International Guild of Miniature Artisans since May 2016, or before, you are eligible to apply for the Fellow membership. If you are already a Fellow member and are applying in a new category, you only need to wait one year from the date you received your Artisan membership in the new category. **If Fellow membership is granted, you must remain a member in good standing of The International Guild of Miniature Artisans, Ltd. in order to retain use of your Fellow Membership.**

Please review these Guidelines carefully before completing the Application Form.

### **Fellow Selection Categories**

The following list of categories is used to classify handcrafted pieces. **Your application for Fellow Membership must be in the same category as your Artisan Membership.**

Please submit five (5) pieces if you are applying in one of the following categories:

<b>Accessories</b>	<b>Fine Arts</b>	<b>Metalwork</b>
<b>Animal Figures</b>	<b>Flowers &amp; Plants</b>	<b>Needlework &amp; Textiles</b>
<b>Costuming</b>	<b>Food</b>	<b>Pottery &amp; Porcelain</b>
<b>Decorative Arts</b>	<b>Furniture</b>	<b>Smaller Scales</b>
<b>Figures</b>	<b>Glass</b>	<b>Toys</b>

**Please Note:** **Wickerwork** and **Folk Art** are now listed as subcategories. For example, if you make wicker baskets or wicker furniture, you will be listed as **Accessories/Wicker** or **Furniture/Wicker**.

Please submit three (3) pieces if applying in the category of **Landscaping**.

For the category of **Structures**, send:

**EITHER three (3) sections of structures**, with each section including interior and exterior architectural elements such as floors, moldings, doors, windows, stairs, ceiling treatments, lighting, clapboards, brick, stone, etc. In addition, send good quality photographs of at least one of your completed structures, including various views – front, back, sides, etc. and close-ups to show detail work.

**OR send one (1) complete structure**. It should include interior and exterior architectural elements such as floors, moldings, doors, windows, stairs, ceiling treatments, lighting, clapboards, brick, stone, etc.

### **EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS**

- Please do not send more than the maximum number of items required unless otherwise noted. Photographs or reviews of other work will not be considered as submissions.

- All pieces sent for evaluation must have been handcrafted by you within the past two years (unless otherwise noted).
- Items made from a kit or in a class, or needlework made from commercially available charts will not be accepted.
- Items should demonstrate a range of techniques and skills including design as well as a diversity of presentation, *e.g.*, in Fine Arts, a variety of subject matter should be depicted, not five pastoral scenes.
- Evaluation of each entry is judged on a range of parameters including First Impression, Degree of Difficulty, and Workmanship, with Workmanship comprising the bulk of the score.
- In all cases, any accessories used to complement your work must be of the same quality as your own. Commercially made accessories are not acceptable at the Fellow level. Please acknowledge the maker of any accessory pieces used. Use of accessories should be very limited.
- If the submission is an original design, it is highly recommended that documentation explaining the inspiration be sent. For submitted pieces that are reproductions, send photographs, drawings, magazine articles, photocopies, etc., of the original work. If your piece is your original design, please document or explain your inspiration. **It is very important that you include supporting documentation for each of your pieces in ALL categories.**
- **It is now required that you include photographs of at least one of your submission pieces in various stages.**
- If you are submitting work for a second or third time, you must send different items to those previously submitted. The same work will not be considered.
- In order to keep your new Fellow Membership, should you attain it, it is necessary to keep your membership current. **If you let your membership lapse, you will no longer retain Fellow Membership and are no longer eligible to advertise yourself as an IGMA Fellow.**
- The Guild expects and requires that you maintain the standards by which you are awarded Fellow Membership, both for your benefit and for that of the Guild.
- Members of the Board of Trustees are not permitted to apply for Artisan or Fellow Membership while serving on the Board. If you are anticipating running for office, consider carefully whether you will be content to wait until your tenure ends before applying for Fellow

### **CATEGORY GUIDELINES**

Designation as a Fellow Member of The International Guild of Miniature Artisans is a singular honor that recognizes excellence in the field of miniatures. In compliance with the goal of The Guild to advance miniatures as an art form, the work of a Fellow member must stand on its own as art in miniature. A Fellow member is considered to have achieved a level above that of Artisan. A Fellow member is indeed an artist whose work has developed beyond the level of craftsmanship and who demonstrates continuing growth. An artist does not simply reproduce another work, but brings an element of originality to the work.

An Artisan elevated to Fellow membership is not merely a technician, although perfection of technique is a vital consideration in the selection process. The work of a Fellow member is distinguished and there must be in the work a certain beauty.

The Guild Council for Fellow Selection considers many aspects of an Artisan's work, historical and educational as well as artistic. There must be an enduring quality about the work that is both aesthetic and material. Each member of the committee considers the look, the feel, and the statement a work makes. An open-minded recognition of quality is the goal of the Guild Council. Excellence is self-evident and those members who are dedicated to excellence can recognize it.

The following criteria are to be used both as a guide in evaluating an Artisan's application for Fellow membership and by the Artisan as guidelines for submission. They are intended both for the use of the committee and the applicant to supplement the thought process and concept of what each item is portraying or intending to portray.

### **GENERAL GUIDELINES**

**Please read this section carefully; it applies to all categories.**

The following criteria are to be used as a guide in evaluating an Artisan's application for Fellow Membership and by the Artisan as guidelines for submission.

Evaluation of each entry is judged on a range of parameters including First Impression, Degree of Difficulty, and Workmanship with Workmanship comprising the bulk of the score. Items submitted should demonstrate a range of techniques and skills including design as well as diversity of presentation (bed, table, chair rather than 5 tables or 5 chairs, etc.). Please be aware that Workmanship, one of the key criteria in which your work is evaluated, represents the major part of the score. Therefore, very serious attention needs to be paid to detail, finishing and scale. There have been numerous changes made to the criteria that all applicants should note.

**Any accessories used to complement your work must be of the same quality as your own. If accessories used are the work of someone other than you, please indicate the maker's name if known. Commercially manufactured accessories are NOT acceptable at the Fellow level.** Along with this, it is suggested that if it is necessary to elevate the piece for ease in viewing by the committee, that a simple block of wood or Lucite be used rather than a table, etc. If a piece of furniture or any other item is used, it will be considered as part of the submission.

It is important to stress that you should submit only your very best work with plenty of supporting documentation. Photographs of the original items being reproduced, or similar real items in the case of flowers or food, are highly recommended. Please DO NOT include personal information with your documentation, such as magazine or newspaper articles, as this is a "blind submission" process, meaning the committee is not aware of the applicant's identity during evaluation. All identifying information will be removed from the application and documentation. However, if the piece already has an identifying mark (*i.e.* signed painting), that is acceptable.

All materials used in your work must be inert, *i.e.*, not organic, so there is no potential for mold or contamination by insects. Materials that are unacceptable include plants (even if dried), seeds, and any type of food.

**Air-Dried Clay:** If you are submitting work made of air-dried clay (sometimes referred to as Cold Porcelain), you must provide the Committee with information about the clay. If it is commercially made, please supply the name of the clay. **If you use homemade clay, please provide the formula (or recipe), so the Committee can decide whether or not to accept the material. It is recommended that you supply the formula before submitting your work, in case the material is not acceptable.**

**3D Printing:** If you use 3D printing for any portion of your work, you must contact the chairperson to provide a detailed description of your use of the tool. The committee is willing to consider new technologies, but the use of such tools must not overshadow the handmade nature of the work.

## CATEGORY CRITERIA

**Please Note:** Most categories have been defined, but at this time there are still some that remain undefined. If your work falls into one of these categories, please accept our apologies, as the work on them is still ongoing. Please feel free to ask any questions you may have.

### ACCESSORIES

This is a broad category. Accessories can be made of almost any material. Please use the guidelines that most closely relate to the material you are using. If you submit one type of accessory, the Committee will very likely add a subcategory that reflects the type of work you submitted. For example, a submission of lighting fixtures would be designated as Accessories/Lighting.

### ANIMAL FIGURES

- The animal figure should be a realistic portrayal and accurate reproduction of the species or breed in miniature scale.
- Attention to detail is very important. Muscular structure, bone structure, limbs, eyes, ears, teeth, tongue, paws, claws, skin, wrinkles, scales, fur, feathers, etc., should be accurately shaped, sized and detailed.
- The animal should have an essence of being alive, and the eyes should have light to suggest this.
- The bottoms of all pieces should be neatly finished.
- Accessories, such as harnesses or saddles, etc., may be handcrafted by you or someone else and must be of the same quality as the animal being submitted.

### COSTUMING

- Costumes should be submitted on mannequins or alone, not on figures. A mannequin may be as simple as a dress form or articulated with limbs and/or a head. Hats may be displayed on a mannequin or a hat form. Shoes, purses, fans, etc., should be displayed separately.
- Fabric and trim must be accurately in scale.
- Garments must drape well in a realistic way.
- Stitching should be hidden unless it is a design feature. Fine threads should be used to be in scale.
- No glue, seam sealer or soiling should be visible. Belts, buttons, bows, jewelry, etc., must be in scale.
- Undergarments must drape well and not add bulk to the finished costume.
- Colors and textures must please the eye and be appropriate for the style and period.

- You must indicate whether or not you have designed the patterns for your garments. If not, you must provide the source of the pattern. Use of another designer's miniature pattern is not acceptable. It is permitted to scale down another designer's full-size pattern; in such a case, you must provide the name and source of the original pattern.
- Mannequins are considered accessories to your submission. As such, they may be handcrafted—by you or someone else—and they must be of equal quality to your costumes. This applies also to any other accessories,

## **DECORATIVE ARTS**

We currently have no guidelines for this category. If you intend to submit items of this type, please contact the Chairperson as soon as possible, so the Committee can provide you with guidance.

## **FIGURES**

- Human figures must be either hand-sculpted or made from the applicant's own original mold. The use of commercial molds is not acceptable.
- The following materials are acceptable: porcelain, ceramic, metal, resin, papier maché, wood, clay, polymer clay, fabric, leather, or natural fibers.
- At least one of your figures must be unclothed, so that the structure of the figure itself (whether fully sculpted or wired and padded) may be evaluated.
- Correct proportions are necessary, with the exception of fantasy or character figures. Attention to the hands, feet, and length of limbs is important.
- Figures should be posed in a natural way and properly displayed (*i.e.*, standing or sitting).
- Figures must be neatly and securely wrapped. Lumps, wire ends or unpadded sections must not be evident. Cloth figures must be smooth and evenly padded.
- Hands, fingers, feet, nostrils, ears, dimples and other features must be well defined. In particular, the scale and sculpting of hands and feet require careful attention. Many otherwise excellent submissions have lost considerable points due to poor rendering of these vital areas.
- Shading on facial features should be even and blended. Eye make-up should reflect the period in which the figure is historically based.
- Wiggings must not show glue, stitching or bald spots. Wigs should not be glued to ears.
- Accessories may be handcrafted—by you or someone else must be of the same quality as the figures.

## **FINE ARTS**

### **PAINTING:**

- The overall effect of the subject matter within its frame should be a pleasing presentation.
- Attention to the surface of the 'canvas' is important. If silk or wood is used, it should not be overly evident under the painted surface. The 'canvas' should be perfectly flat.
- Attention to the weight of line work and brush stroke needs to be considered in order to keep the painting in scale. All materials, such as type of paint and final finish, should be in scale.
- The reverse of the painting must be clean, except perhaps for the name of the painting, artist and the date.
- Watercolors must adhere to the same guidelines regarding paper and application. The paper must lie perfectly flat.
- Frames should be appropriate in style and not detract from the painting. They may be handcrafted—by you or someone else—or commercially made, and they must be of the same quality as your work. A poorly made and finished frame can cause a deduction in points.

**PRINTMAKING:**

- The same requirements apply – scale of surface, line and thickness of paper are paramount. Frames also follow the same guidelines as for paintings.
- Preparation of the plates should leave clean edges so that only the image appears on the paper. The paper should lie perfectly flat, and there must be no ink smudged on the back.

**OTHER ART:**

Please contact the Chairperson if you intend to submit other types of fine art.

**FLOWERS & PLANTS**

- Formal cut-flower arrangements should follow all the design rules used for professional full-size flower arrangements. This includes style, balance, texture, movement and the proper use of color and scale.
- The structure of a plant must be accurate for the specific variety, and the growth pattern must look realistic.
- Attention to scale is essential. If a plant is potted, it should be obvious whether the plant is floor size or table size.
- The flowers and plants should look real.
- The type of material used for the leaves and petals must not be obvious.
- The use of laser-cut leaves and petals is acceptable as long as the applicant made the original templates. Altering techniques—painting, shading and shaping—must be used to lend realism and originality.
- Leaves should vary in size and color. They must be veined and connected to the stems or branches in a realistic way.
- The use of natural foliage is unacceptable, as it does not demonstrate enough skill and is unstable over time.
- All pots and vases should complement the work and must be the correct size for the flower arrangement or plant.
- Containers and other accessories may be handcrafted by you or someone else and must be of the same quality as the work.

**FOOD**

- The five pieces submitted should not amount to more than five plates of food or the equivalent. Five tables (or the equivalent) laden with food will not be considered.
- Submit a good variety of foods using different accessories. Above all, be creative.
- Foods that are grouped together must be in scale with each other.
- Use only inert materials. Edible items or spices used in real foods are not to be used in miniature. There is a real possibility of disintegration or the development of mold over time.
- Surface finishes and textures must be true to the look of real food.
- Accuracy of color, shading and contrast is important.
- No glue should be visible, and there must be no evidence of fingerprints.
- Containers or other accessories may be handcrafted by you or someone else and must be of the same quality as the food.

**FURNITURE**

Pieces submitted in this category must be made of wood. The only exception is wicker furniture, which may be submitted in this category with a subcategory of Wicker. (See the guidelines for Wicker on page 10.) Metal furniture should be submitted in the Metalwork category. If you are submitting furniture made of yet another material, please contact the Chairperson for help with choosing a category.

- The overall size and appearance should be in the correct scale as documented in the application.

- A variety of joinery should be presented showing historical accuracy and the scope of the applicant's expertise.
- The choice of wood must be appropriate for the furniture in terms of period reproduction or style. The size of the grain should be properly in scale.
- The thickness of the wood should be properly in scale. Likewise, knotholes should be in scale and used sparingly.
- All joints should be smooth and even. There should be no holes or gaps where wood parts meet. Joints should also be tight and closed.
- There should be no evidence of wood filler or excessive sanding to make a joint fit.
- Drawers should be perfectly square, fit the opening, and slide smoothly yet tightly.
- No glue should be visible anywhere on the piece.
- Visible tooling marks are unacceptable.
- A clear or painted finish must be smooth and without brush marks.
- Stain on the end-grain should not be too dark compared to the other edges of the wood.
- The finish material should be realistically in scale and not appear too thick or glossy.
- All hardware must be in scale with the piece.
- Hinges must fit tightly and work smoothly. Hinged doors should swing square to the body of the piece and close cleanly without binding.
- Overall, the furniture piece must sit square and level.
- Accessories submitted with your work may be handcrafted by you or someone else and must be of the same quality as the furniture.

### **GLASS**

We currently have no guidelines for this category. If you intend to submit items made of glass, please contact the Chairperson as soon as possible, so the Committee can provide you with guidance.

### **LANDSCAPING**

- If submitting only one piece, it must incorporate several different landscaping features in order to demonstrate a variety of skills. If one piece does not include enough features, please submit three pieces which, overall, include a good variety.
- Examples of landscaping include a garden or yard, an outdoor scene such as a campground or beach, etc.
- Features may include—but are not necessarily limited to—trees, shrubs, plants, flowers, walls, pathways, sand, soil, water features, ornamental bridges, grasses, rocks, outdoor ground cover, arbors, sheds, benches, figures, animals, statues, etc.
- All materials must be in scale and should duplicate nature as closely as possible without the use of natural materials.
- Natural plant materials should not be used, as they do not demonstrate skill on the part of the applicant. There is also a potential for disintegration over time.
- The base should be prepared in an appropriate color so that, for example, no bald spots are apparent underneath the overlaying ground cover.
- Accessories submitted with your work may be handcrafted by you or someone else and must be of the same quality as your work.

**PLEASE NOTE:** If you submit a very large piece, it will be necessary for you to transport it to the meeting site in Hartford, CT. Please contact the Chairperson to make arrangements. Anything shipped to the Chairperson for transportation must fit into an average-sized car and be easily moved by one person.

### **METALWORK**

- Silver, copper and brass may be etched and blackened using a variety of acid products.
- Tin and iron may be painted to give a proper finish.
- An applied wire may be used to give the appearance of rolled bead.

- Tinware and ironware pieces must be fabricated from sheet and wire material rather than being cast. The only exception would be if the original was cast.
- Joints should be soldered with a silver-bearing solder or, in some cases, joined in a riveted and peened style.
- Joints must be flush metal-to-metal; solder should be contained completely within the joint. There should be no visible solder outside the joint.
- In the reproduction of historical pieces, tinsmiths and blacksmiths should not use purchased hinges.
- If using purchased hinges and/or jewelry findings (such as beads for handles, domes for lids, etc.), those items must be re-worked to appear original.
- Components such as handles, lids, knobs, etc., must be properly aligned.
- Accessories submitted with your work may be handcrafted by you or someone else and must be of the same quality as your work.

### **NEEDLEWORK & TEXTILES**

- Unless an applicant demonstrates proficiency in multiple types of needlework, successful applicants' award certificates will read Needlework/Rugs, Needlework/Petit point, etc., at the discretion of the Committee/Committee Chairperson and dependent on the type of needlework submitted.
- Items made in a class or from a kit are unacceptable. Stitching a pattern created by someone else is the equivalent of using a kit and is equally unacceptable.
- Patterns must be original designs or adaptations of existing full-sized work. It is required that you send a copy of your pattern/chart with your submission, and if the piece is an adaptation, include a photo of the original inspiration.
- All pieces must be soundly constructed and neatly finished, clean, square and smooth where appropriate.
- Items of clothing should be submitted flat or on mannequins, not on figures. The same is required of clothing submitted in the Costume category.
- Any accessories submitted with your work may be made by you or purchased but must be of the same quality as your work.
- Bed linens and table linens must drape naturally and their thickness should be in scale.

#### **PETIT POINT:**

- At the Fellow level, it is assumed that the applicant understands the nature of scale as it applies to mesh sizes. Rugs and similar large items is can be stitched in 40-48 count. Higher counts should be used for smaller items such as upholstery (54-60 count) and small accessories (72 count).
- Threads must be the proper size for the mesh, allowing for uniformity of stitches (no looping or bulging), and any texture stitches used must conform to the illusion of scale.
- Use of a computer-charting program is allowed, but the design, whether original or an adaptation, must be your own. Scanning something into a program and letting the computer generate a chart is not allowed. It is required that you identify which program was used and send a copy of your chart with your submission. If the piece is an adaptation, send a photo of the original inspiration.
- Designs stitched without a pattern or chart must include at least five photos of the work in progress, and one photo of the original inspiration. If needlework is submitted on a piece of furniture, each must be compatible and complementary to the other. The furniture may be made by you or purchased, and must be of equal quality to your work.

#### **RUGS (PETIT POINT, WOVEN, OR ANY FORM OF NEEDLEWORK):**

- Rugs and carpets must each be squared and true, regardless of shape, with no diagonal striations due to the stitching technique used.
- The thickness of rugs must be in scale, and rugs must lie flat.
- Fringes should be the proper length in proportion to the size of the rug.



## **POTTERY & PORCELAIN**

- Clays and porcelains must be appropriately fired. **Air-dried and polymer clays may not be submitted in this category.** Please see paragraph 2 of the General Guidelines for instructions regarding air-dried and polymer clays.
- Pieces may be carved, scored, modeled, burnished, underglazed, glazed, china-painted, lustered, etc.
- Acrylics and other types of paints are not acceptable finishes.
- The walls of a wheel-thrown pot must be in scale to the piece. There should not be excess weight in the foot of the piece.
- If the work is a reproduction of a full-sized piece, it should be as technically accurate as possible. Photographs of the original must accompany the submission.
- Spouts, knobs and handles must be in scale and in proportion to the body of the piece.
- Lids must fit snugly and sit well down into the flange or onto the rim of the piece.
- The bottoms of all pieces should be neatly finished.
- Decorative surfaces must be in scale. Drawn lines should be appropriately fine.
- Glaze applications must be even and not too thick, which would add bulk to the form and fill in dimensional detail.
- Accessories submitted with your work may be handcrafted by you or someone else and must be of the same quality as your work.

## **SMALLER SCALES**

This category refers to work in 1:48 (quarter-scale) and 1:144. For structures, please submit three (3) items; all other types of work require five (5) pieces.

- A complete structure must include exterior and interior architectural elements such as doors, windows, roofing, floors and moldings, and exterior surface finishes such as clapboard, brick, stucco, stone, etc.
- If a structure is a replica of an existing building, a photo of the original building must also be submitted.
- A structure may be submitted either furnished or unfurnished.
- All interior and exterior finishes such as paint, varnish, stucco, etc. should appear to be in correct scale.
- If landscaping is used, all materials used must appear to be in scale and duplicate nature as closely as possible.
- A room setting may be in a room box, dome, or appropriately scaled container.
- Any furnishings and accessories used in a structure or room setting must be hand made by you or someone else, appear to be in correct scale, in correct proportion to each other, and must be of the same quality as the structure.
- Furniture and accessories made using laser or other reproductive processes may be used if they were designed by the applicant.
- All materials used must appear to be in scale. Particular attention should be paid to weave and thickness of fabrics, grain and texture of woods and thickness of metals.
- No glue should be visible.

## **STRUCTURES**

- You may submit either one complete structure or three sections of structures. A complete structure must include interior and exterior architectural elements such as floors, moldings, doors, windows, stairs, ceilings, lighting, clapboards, brick, stone, etc. If submitting three sections of structures, the above elements should be included.
- In addition, send good-quality photographs of at least one of your completed structures. Include various views—front, back, sides, etc.—as well as close-ups to show detail work.
- All architectural details must be accurately scaled and be made of materials that look realistic.

- Accessories submitted with your work may be made by you or purchased, but they must be of the same quality as your work.

**PLEASE NOTE:** If you submit a very large structure, you must transport it to the meeting site in Hartford, CT. Please contact the Chairperson to make arrangements. Any structure shipped to the Chairperson for transportation must fit into an average-sized car and be easily moved by one person.

## **TOYS**

This is a broad category. Toys can be made of almost any material. Please use the guidelines that most closely relate to the material you are using.

## **SUBCATEGORY GUIDELINES**

### **FOLK ART**

This is traditional art that is produced in particular areas of countries around the world; it is not limited to North America.

- It is extremely important that very comprehensive documentation accompany the submission.
- If this submission is an original, please send photographs of the work from the same family of folk art that inspired you, as well as comprehensive documentation.
- The overall size and appearance should be in the correct scale as documented in the application.
- No glue should be visible anywhere.
- A variety of pieces should be sent to show the scope of your expertise.

### **WICKER**

- For wickerwork, weaving must be tight and even in the solid areas, with equal spacing between ribs. Openwork should have equidistant spokes forming the diamond patterns.
- Waxed linen cord is generally acceptable, but other fibers may be used to get specific effects with even smaller, tighter weaves. Choose the material that will allow you to create the number of rows comparable to the full-sized piece.
- As in other needlework, exact scale may not be possible. However, the illusion of proper scale must be achieved.
- Upright spokes must be finished evenly and neatly. Flush cutting or bending back the spokes to finish the top edge should stay true to what is possible in real wickerwork.
- Wood bases and wheels must be of the same quality and workmanship as the woven sections.
- If you submit your work in the Furniture category, all five pieces must be wicker furniture. If you submit a mix of furniture and accessories, the category will be Accessories.

Questions? Please contact Susan Robbins, Committee Chairperson, via email at sue88@ptd.net, or by phone at 610-767-0411.