

SELECT BIBLIOGRAPHY

The following publications may be useful to you in obtaining more information. They can be ordered from bookstores, or from the addresses given. You may also obtain help from your public library.

Artist's Equity Association, Inc., 2813 Albemarle St., N.W., Washington, DC 20008:

- *Business Practices for Artists.*
- *Ethical Guidelines for Juried Shows*
- *Marketing Arts Through Dealers*
- *Taxation for the Artists.*

Arts Extension Services, University of Massachusetts, Amherst, MA 01003:

- *The Artist in Business: Basic Business Practices*, 1988.
- *Fairs and Festivals.* An annual calendar listing of fairs and festivals which offer direct marketing opportunities for crafts-people in the Eastern United States. Includes such information as sponsors, type of event, booth size and fees, application procedures, facilities, and contact person for each event. Events are listed by month and date, and indexed by festival title, not by geographic location.

Connaughton, Howard W., *Craftsman in Business: A Guide to Financial Management and Taxes.* New York: American Craft Council, 1979

Crafts Business Management, PO Box 10, New Paltz, NY 12561.

The Crafts Report. 700 Orange Street, Wilmington, DE 19801. This is a nationally distributed monthly newspaper for crafts professionals.

DuBoff, Leonard D. *Business Forms and Contracts (In Plain English) For Craftspeople.* Seattle: Madrona Publishers, 1986.

_____. *The Law (In Plain English) For Craftspeople*. Seattle: Madrona Publishers, 1984.

Eaker, Sherry, ed. *The Backstage Handbook for Performing Artists*. New York: The American Council for the Arts and Back Stage Books, 1991.

The Folk Alliance, 1001 Connecticut Ave. NW, Washington, DC 20036 (see also under Resources)

- *Note by Note: A Guide to Concert Production*, by Community Music, Redwood Cultural Work, and Friends
- *How to Be Your Own Booking Agent*, by Jeri Goldstein
- Numerous informative cassette tapes from sessions at Folk Alliance conferences

The Foundation Center. *The Foundation Grants Index*. New York: The Foundation Center, 1981.

Grants to Individuals. New York: The Foundation Center.

FYI. Quarterly publication providing practical information for those who create and work in the arts in New York State. Free from New York Foundation for the Arts, 155 Avenue of the Americas, New York, NY 10013.

Goldstein, Jeri. *How to Be Your Own Booking Agent and Save Thousands of Dollars: A Performing Artist's Guide to a Successful Touring Career*. Charlottesville, VA: The New Music Times, Inc., 1998.

Grant, Donald. *The Business of Being An Artist*. New York: Allworth Press and the American Council for the Arts, 1991.

Holtz, Loretta. *How to Sell Your Art and Crafts*. New York: Scribner's, 1977

Janecek, Lenore. *Health Insurance: A Guide for Artists, Consultants, Entrepreneurs, and Other Self-Employed*. New York: The American Council for the Arts, 1993.

Komoroff, Bernard. *Small Time Operator*. Laytonville, CA: Bell Springs Publishers.

Kurzige, Carol M. *Foundation Fundamentals: A Guide for Grant Seekers*. New York: The

Foundation Center, 1980.

Lidstone, Herrick K., and Olsen, Leonard R. *The Individual Artist: Record-keeping, Methods of Accounting, Income and Itemized Deductions for Federal Income Tax Purposes*. New York: Volunteer Lawyers for the Arts, 1976.

Messman, Carla. *The Art of Filing: A Tax Workbook for Visual, Performing, Literary Artists and Other Self-employed Professionals*. St. Paul, MN: Resources and Counseling/United Artists, 411 Landmark Center, 75 West 5th Street, Saint Paul, MN 55102, 1987.

_____. *The Art of Filing: 1988 Update*. St. Paul, MN: Resources and Counseling/United Artists, 1988.

Michels, Caroll. *How To Survive and Prosper As An Artist: Selling Yourself Without Selling Your Soul*. New York: The American Council for the Arts, 1992.

Nelson, Norbert. *Selling Your Crafts*. New York: Van Nostrand Reinhold, 19~7.

Scott, Michael. *The Crafts Business Encyclopedia*. New York: Harcourt Brace Tovanovich, 1977.

Shagan, Rena. *Performing on Tour: How to Take Your Show on the Road*. New York: American Council for the Arts, 1994.

Small Business Administration, Superintendent of Documents, United States Government Printing Office, Washington, DC 20402:

- # 46 How to Analyze Your Own Business.
- # 85 Analyzing Your Cost of Marketing.
- #193 What is the Best Selling Price.
- #194 Marketing Planning Guidelines.
- #208 Problems in Managing a Family Owned Business
- #334 Your Business Tax Kit.

Sunshine Artists: America's Art and Craft Show Magazine, 1736 County Road North, Longwood Florida 32750-3410. Monthly magazine (January issue includes top 200 shows in the US.) and annual Audit Books by region which rate shows and fairs by artists' experiences.

United States Department of Agriculture, Room 550 GHI Building, Washington, DC 20250:

- Bookkeeping Forms Your Co-op Needs. (FCS Info. 82)
- The Cooperative Approach to Crafts. (Program Aid 1001)
- Guides to Co-op Bookkeeping. (FCS Info. 89)
- How to Start a Cooperative. (Educational Circular 18)
- What Are Cooperatives. (FCS Info. 67)