

# Spring Fling Juried Exhibit Rules and Regulations

Revised 03.14.16 and supersedes all previous

*In an effort to maintain professional gallery practices, ArcWorks implements the following rules and regulations for its juried exhibits. We ask that potential submitters read and adhere to the rules as we will not accept artworks that do not comply. Observing the following points ensures that your artwork will be exhibited in the best possible way. We appreciate your support.*

*~Emma Thurgood, ArcWorks Business Manager*

## Originality and Prints

- All entries must be original works and not previously shown in an ArcWorks exhibit. Please be mindful of copyright infringements.
- Copies and reproductions of original works of art, whether embellished or not, are not eligible for submission to juried exhibits. However, fine art prints such as photographs, lithographs, woodcuts, engravings, etchings, screen prints and digital works are acceptable as long as they are labeled as such and numbered as an edition.

## Size

- Maximum size for all artwork, whether 2D or 3D, is **4 feet** in any direction.

## Diptychs and Triptychs

- At this time, due to space restrictions, ArcWorks will accept diptychs but not triptychs for submission.
- Diptychs are considered as one piece and must be labeled and priced as such.
- Diptychs may not exceed an overall size greater than four feet in any direction.

## Two Dimensional Art and Framing

- All works on paper, including photographs, must be framed. Glass and Plexiglas must be clean inside and out, unscratched and intact.
- Works on canvas must be framed or have gallery-wrapped, finished edges with no staples visible.
- Frames must be in good condition, free of scratches and loose corners.
- Mats must be clean and smoothly cut.
- A hanging wire must be firmly attached to the back with screw-eyes or D-rings, and the wire not exceeding the top of the frame. **NO SAWTOOTH HANGARS.**
- Dust covers or other backing material must be clean and intact.
- Artwork must be completely dry at time of submission.

## Three Dimensional Art

- ArcWorks provides pedestals. However, the artist must provide any necessary pedestals or equipment for special display. Please contact Emma Thurgood with any questions: EThurgood@ne-arc.org.
- Sculptures must be stable on a pedestal to withstand any accidental jostling while on display.

## Withdrawal

Work accepted for an exhibition may not be substituted, nor will any be permitted to be withdrawn during an exhibition, except in extenuating circumstances and only with the approval of the Business Manager.

## **Review and Inclusion in Exhibition**

- Entries will be reviewed at the time of submission to ensure adherence to the artwork condition rules of the exhibit.
- Inclusion in the exhibit is at the sole discretion of the juror (not connected with ArcWorks and is non-negotiable). The number of pieces included in the exhibit will depend upon the space available and the size of the artworks selected. On average, this will be between 20 and 30 pieces.
- ArcWorks reserves the right to turn away any submissions that it deems inappropriate for our younger viewers or offensive in subject matter. Works with overtly pornographic, discriminatory or violent messages may be barred from submission.

## **Statement of Responsibility**

All entries are left at the owner's risk—ArcWorks is not responsible for any loss or damage to submitted artwork by any means whatsoever. ArcWorks employees and volunteers will take all necessary precaution in handling artwork.

## **Awards**

- Three cash awards are given for each show: 1st Prize is \$150, 2nd Prize is \$100 and 3rd Prize is \$50.
- Jurors will also award a selection of honorable mention ribbons to celebrate the high level of creativity in the exhibition.

## **Fees**

- All juried exhibitions require a non-refundable entry fee of \$5 for each submission. Artists may submit up to three images.

## **Sales**

- All artwork on exhibit must be for sale. No Price on Request (POR) or Not for Sale (NFS) is permitted.
- ArcWorks charges a 30% sales commission, the artist receives 70% of the listed sales price.
- Checks to artists will not be written until an up to date W9 form is on file with the Business Manager. Artists who need to fill out a W9 will be notified by the Business Manager.

## **Pick-Up of Artwork**

Artwork must be picked up on the specified days. There is a one week grace period for late pick-up. Any who has not picked up their work after the specified pick-up day will be assessed a storage fee.

## **Miscellaneous**

- The Business Manager must review and approve in advance any unconventional methods of display or hanging presentation.
- Once an accepted piece of artwork is installed in a show, please do not ask to change its location. It is up to the Business Manager to place and hang artwork.

## **Important Dates**

**Online submission:** March 14 - May 13, 2016 Please review the call to artists webpage for information on how to submit online

**Hand-carried submission:** May 18, 2016 1pm - 6pm

**Notification of inclusion/exclusion:** May 18 - 20, 2016 Notification will be made by telephone

**Exhibition opening:** Thursday, May 26, 2016 5 - 7pm

**Artwork pick up:** July 1 - 5, 2016