

# Family Album

Nov. 20 – Dec. 17, 2009

## CALENDAR

September 16, 2009	Entry Due Date
Sept. 20-30, 2009	Jury Dates
October 2, 2009	Notifications Sent
Nov. 11-13, 09 / 12-7pm	All Work to Arrive
Nov. 20 – Dec. 17, 2009	Exhibition Dates
November 20 / 6-9pm	Opening Reception
December 18, 12-7pm	Pick Up Work
December 23, 2009	Shipping Pick-Up *

\*Artist schedules pick-up of her work with her preferred shipper

( ) **Artwork Entry – up to three works submitted** as slides, on cd, as video work or as digital files online. One detail per work if needed. Works must not exceed 72" horizontally, and may not be previously shown at WMG.

( ) **Slides** Clearly labeled slides of 3 works held in a slide sleeve (section of slide sheet). Label slides with your name, title, medium, size and numbers that correspond to entry form. Indicate the top of the slide.

( ) **CD** Images of up to 3 works plus detail if needed. Images must be numbered to correspond with numbers on entry form

( ) **Online Entries** Submit up to three (3) pieces of your art for each exhibit. All you need is a digital image of the artwork you wish to submit. Our image upload process automatically resizes and compresses your images to the required size [www.womanmade.org/artentries](http://www.womanmade.org/artentries).

( ) **Statement** An artist statement, from 50 to 250 words, must be neatly printed or typed and then attached to this form with a staple. We will reprint and mount your artist statement next to your work if your work is accepted.

( ) **Entry Form** For slide entries complete in its entirety. Indicate what media you used to create your work. Type or print clearly. Include your phone number and email. Detach and return with slides, statement, fee and a return envelope.

( ) **Entry Fee** \$24 non-refundable entry fee. Check or money order payable to Woman Made Gallery. Entry fees from countries outside the USA need to be paid with International Money Order. Please consider a \$1 contribution to WMG's Entry Fee Scholarship Fund. This will benefit women artists who cannot afford the entry fee. You can qualify for the entry fee scholarship by sending a letter demonstrating your need.

( ) **SASE** Include a self-addressed, stamped envelope for the return of non-accepted material. WMG will not return slides/cd/video without it!

## Woman Made Is Responsible For:

1. Handling all artwork professionally and with utmost care.
2. Installing/displaying all artwork professionally.
3. Invitation design and printing costs.
4. Sending invitations to WMG's mailing list.
5. Having staff on premises during regular hours.
6. Providing each artist with up to ten invitations.
7. Writing and sending press releases to publications.
8. Returning shipped art by December 22, 2009, with artist's choice of shipping company.

## Artist Is Responsible For:

1. All art entries to arrive Nov. 11, 12, 13, 2009, between noon and 7pm
2. Pick-up of hand-delivered work on 12/18 from 12 to 7pm.
3. Mailing invitations to personal mailing list.
4. Any expense for publicity photos.
5. Being professional and cooperative in adhering to Woman Made Gallery's guidelines.
6. Providing artwork that is ready to be installed.
  - 2-D work must be prepared properly for hanging.
  - Sculptures must sit sturdily on pedestal or floor.
7. Paying \$10.00 administrative fee for **shipped** work.
8. Arranging pick-up of unsold artwork for Dec. 22, 2009, between noon and 7pm by preferred shipping company.

**Size & Weight Specifications** No work may exceed 6' in any direction or be over 75 pounds in weight except if delivered and picked up personally. WMG will refuse receipt of art that is heavier than 75 pounds.

**Sales** WMG will retain a 40% commission. Work remains the property of the artist until sold. Sold artworks shall remain in the exhibition until the end of the show. Artists will be paid no later than 30 days after the close of the exhibit.

**Insurance** WMG does not carry art insurance. Artist needs to self-insure the work that is on exhibit at WMG.

**Invitation & Website:** One artwork will be chosen for cover design of invitation and images of all accepted work will be on the WMG website: [www.womanmade.org](http://www.womanmade.org).

**Agreement:** By submitting their work to this exhibition all artists agree to allow reproduction of their slides, digital files and/or photographs taken of their art for educational, publicity, and archival purposes.

( ) **Please do not send any unrequested material!**

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Entry Deadline: September 16, 2009

- Use this Entry Form for mail-in applications only
- Visit [www.womanmade.org/artentries](http://www.womanmade.org/artentries) to submit digital files
- Print legibly and return this part with slides or CD, statement, fee and SASE. Do not send any unrequested material.
- Include 40% commission to WMG in the sale price of your work. If you do not list a price the work will be not for sale.

Name \_\_\_\_\_

Street \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ ( ) Check here if you added \$1 to your entry fee to help the Entry Fee Scholarship Fund

Email \_\_\_\_\_

Include depth if your work is three-dimensional.

1. Title \_\_\_\_\_

Detailed Media: \_\_\_\_\_

Dimensions: (H x W x D) \_\_\_\_\_

Sales Price: \_\_\_\_\_  My work is not for sale

1a. Detail Slide: ( ) yes ( ) no

2. Title \_\_\_\_\_

Detailed Media: \_\_\_\_\_

Dimensions: (H x W x D) \_\_\_\_\_

Sales Price: \_\_\_\_\_  My work is not for sale

2a. Detail Slide: ( ) yes ( ) no

3. Title \_\_\_\_\_

Detailed Media: \_\_\_\_\_

Dimensions: (H x W x D) \_\_\_\_\_

Sales Price: \_\_\_\_\_  My work is not for sale

3a. Detail Slide: ( ) yes ( ) no

Total Number of Slides Included: ( )

PLEASE RETURN THIS COMPLETED SECTION WITH YOUR ENTRY!

Cut Here

