

Underground Art Submission

July 8 – August 18, 2011

CALENDAR

| | |
|-----------------------------|--------------------|
| May 31, 2011 | Entry Due Date |
| June 1-3, 2011 | Jury Dates |
| June 4, 2011 | Notifications Sent |
| June 29-30, July 1 / 12-7pm | All Work to Arrive |
| July 8-August 18, 2011 | Exhibition Dates |
| July 8, 2011 / 6-9pm | Opening Reception |
| August 19 / noon-7pm | Pick Up Work |
| August 24, 2011 | Shipping Pick-Up * |

*Artists schedule pick-up of their work with preferred shipper

ENTRY CHECK LIST

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

() **Slides** - Clearly labeled slides of three works (plus details if needed) in a slide sleeve section. 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 three works plus details if needed. Must be numbered to correspond with numbers on entry form

() **Digital Files** - Submit up to three works plus details if needed as digital images (jpgs). Our image upload process automatically resizes and compresses your images to the required size. See www.womanmade.org/artentries.

() **Statement** - An artist statement of up to 250 words must be typed and 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 form 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, typed statement, fee, and self-addressed stamped envelope.

() **Entry Fee** - The non-refundable entry fee is \$30. Make check or money order payable to Woman Made Gallery. Entry fees from countries outside the USA need to be paid by International Money Order. WMG may exempt artists from paying the entry fee if there is hardship. You may qualify for the entry fee scholarship by sending a letter or email to WMG demonstrating your need.

() **SASE** - Include a self-addressed, stamped envelope for the return of non-accepted material. WMG will not return slides or CD 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 local print and online media.
8. Returning shipped art by August 24, 2011, with artist's choice of shipping company.

Artist Is Responsible For:

1. Ensuring that art entries arrive June 29 to July 1, 2011 between noon and 7pm
2. Picking up hand-delivered work on 08/19 from 12 to 7pm.
3. Mailing/emailing 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.
7. Paying \$10.00 administrative fee for **shipped** work.
8. Arranging pick-up of unsold artwork for August 24, 2011, 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.

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!**

Underground (Art)

July 8 - August 18, 2011

- Use this Entry Form for mail-in or drop-off applications only
- Visit www.womanmade.org/artentries to submit digital files
- For publication entries, visit www.womanmade.org/artentries to access publication submission form
- Print legibly and return this part with slides or CD, plus 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 _____ Cell _____

Email _____

Include depth if your work is three-dimensional.

1. Title _____

Detailed Media: _____

Height x Width x Depth: _____ Year _____

Sales Price: _____ My work is not for sale

Detail Image Included: () yes () no

2. Title _____

Detailed Media: _____

Height x Width x Depth: _____ Year _____

Sales Price: _____ My work is not for sale

Detail Image Included: () yes () no

3. Title _____ Year _____

Detailed Media: _____

Height x Width x Depth: _____ Year _____

Sales Price: _____ My work is not for sale

Detail Image Included: () yes () no

Total Number of Images Included: ()

PLEASE RETURN THIS COMPLETED SECTION WITH YOUR ENTRY!

Cut Here

