

Exhibition Guidelines

EXHIBITION ELIGIBILITY:

Each STAC artist level member (membership must be valid through December 2017) may enter **ONE piece** to be displayed in the exhibition. Work may not have been previously displayed at Mills Pond House Gallery.

Artists may join STAC at time of entry (minimum \$35 Artist Level Membership is required)

ENTRY FEE:

A gallery handling fee of \$5

ENTRY DEADLINE: Sept. 13, 2017 or when gallery is full, whichever comes first. enter early to avoid being left out.

EXHIBITION RESTRICTIONS:

All media accepted. **Display Width (includes mat & frame) may not exceed 60 inches.** Work may not have been previously exhibited in the Mills Pond Gallery.

EXHIBITION AWARDS:

Four exhibition winners will be invited to participate in a future Winners Showcase Exhibition

SALES:

Gallery receives 30% commission.

EXHIBITION RECEIVING:

Work must be delivered between September 27 through October 6. Work must remain on exhibit through December 10, 2017.

OPENING RECEPTION:

Saturday, Oct. 14 2-4 pm.

GALLERY is closed Mondays & Tuesdays and for holidays: November 11 and November 22 through November 26.

HOW TO ENTER YOUR ARTWORK

Entry Deadline: September 13, 2017

1. Please mail a CD/DVD **or** email a **300 DPI Jpeg** to gallery@stacarts.org or upload your image on the entry form.
2. **Please name your image** as follows: Last Name, First Name—Title of Image : ex. *Smith, Robert - Hidden Lake*
3. **Submit the entry form** - the Link may be found at www.stacarts.org/exhibits
4. **Submit \$5 handling fee** at time of entry. Check payable to STAC OR pay with credit card via PayPal secure server on our website. If your membership expires before December 2017 you must renew at time of entry.
5. Submit an artist statement by October 6. Please deliver an original document, or email a word doc as an attachment.

Permission is assumed to use properly credited accepted jpegs for web, publicity or invitation. Images will be used for publicity, press, marketing only if 300 DPI images are sent by the entry deadline.

We look forward to seeing your work!

Questions?

Please do not hesitate to call us

631-862-6575

or email us gallery@stacarts.org

Smithtown Township Arts Council
presents

Member Artist Showcase

*A Unique Exhibition of
Original Fine Art
for Sale by Member Artists*



Exhibit Dates:

*October 14 thru
December 10, 2017*



Mills Pond Gallery

660 Route 25A St. James, NY 11780

www.stacarts.org

631-862-6575

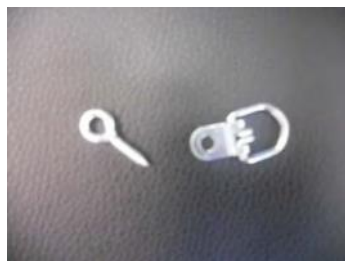
gallery@stacarts.org

Eligibility: Open to all artist level members (current through December 2017) who are 18 years of age or older. All work must be original (we do not display giclee prints) and may not have been exhibited at Mills Pond House Gallery before. Artists will be allowed to offer prints of their work for sale. There is a \$5 handling entry fee.

Digital Entry Image Format: Digital images may be submitted on CD/DVD (to Mills Pond Gallery, 660 Route 25A, St. James, NY 11780) or by e-mail (email to: gallery@stacarts.org). Image FILE: The image files should be in HIGH QUALITY JPEG format, 300 DPI jpegs so they may be used for press releases.

Entry Form: Fill in the Exhibit Entry Form. Do not click on Add Entry if you open those additional Entry form boxes and don't fill them in, your form will not submit. If you open the additional entry by mistake, you must hit the red X to close it before submitting.

Display: Accepted work must remain on display for the duration of the exhibition. All work must arrive at the gallery with a label and rings attached – ready to install. Accepted work that differs significantly from the entry images will be disqualified. Gallery walls have wires & hooks that hook into the D-Rings or Screw eyes on the back of your work. All work MUST have 2 D-rings or screw eyes attached on the back of the piece, one on either side (usually no further than 2 inches down from the top of the piece – use your judgment considering the weight of your work so that the top of you work will not hang far from the wall). The images below show our gallery wires and hooks and examples of where to put your rings. Screw eyes and rings must have at least ¼ inch opening for our hooks to fit in. Please do not wire the frame. We do not use wire to hang work.



WOOD FRAME with D-RINGS



Screw Eye and D-Ring



Metal Frame w/adjustable D-Ring



Metal Frame with Sliding D-Ring

Sale of Artwork: All work, unless indicated as not for sale (NFS), will be available for sale during exhibit. The gallery encourages sales and retains a 30% commission on all work sold. Artists set the sale price on the entry form.

Liability: Mills Pond Gallery will be diligent in care of artwork but is not responsible for loss or damage. The gallery is monitored and alarmed. Insurance is the responsibility of each artist. Submission of your entry releases the Mills Pond Gallery, its employees free and harmless from any loss, or damage to exhibited art, or resulting cost or liability during the time the art is exhibited.

Use Rights: By submission of entry, artists whose submissions are chosen for the exhibition grant Mills Pond House Gallery the right to use properly credited accepted images for the purpose of marketing the exhibition and for display on the gallery's website. Artists grant the use of their image(s) as stated without further contact or compensation from the Gallery. All images used for website or press will properly credit the artist and include any artist copyright info that you include. If you do not send 300 DPI images, we will not include your images in press materials. Below is a label you may use for your work at delivery.

Artist Name _____

Title of Work _____

Media _____ Sale Price _____