



Call for Entries/Prospectus

2017- 2018 Petaluma Valley Hospital Exhibition

Exhibition Dates: **DECEMBER 13, 2017 – APRIL 11, 2018**

www.PetalumaArtsCenter.org

CALL FOR ENTRIES

The Art Around Town committee is happy to present a call for art for the upcoming exhibition at Petaluma Valley Hospital. You are invited to submit up to 5 images of YOUR artwork. Space is limited; art will be accepted on a first-come, first-accepted basis. Works must be appropriate for a hospital venue. *Please, no nudes or violent images.* Keep in mind that we are encouraging healing in our community.

Participants of the Art Around Town exhibition are strongly encouraged to become members of the Petaluma Arts Center. Member benefits include free entry to exhibitions, exhibition postcards, discounts on classes, facility rentals, discounted admission to events, participation in the Members exhibitions, listing in the artists and art related businesses online directory and helps support our programming and mission for our community.

DEADLINE FOR SUBMISSIONS

Entries submitted by: **Monday, November 27, 2017 (by midnight).**

THEME

Artist's choice.

ELIGIBILITY

- All artists MUST fill out our online submission form.
- Participating artists do not have to be members of the Petaluma Arts Center; however, membership is encouraged.
- 2-Dimensional work only.
- Maximum of 5 entries per artist.
- Minimum framed size requirement of 14"X14" ON ALL SIDES.
- Maximum framed size must not exceed 60" in height.
- No nudes or violent images.
- Artwork MUST be wired & ready for hanging.

CALENDAR & DEADLINES (For your records)

- Artwork submission deadline: **Monday, November 27, 2017 (by midnight).**
- Notification of Acceptance: **Monday, December 4, 2017.** Artists will be notified by email at end of the business day. DO NOT CALL with inquiries regarding your submissions.
- Delivery of Artwork: **Wednesday, December 13, 2017, between 3-6pm** at Petaluma Valley Hospital.
- Pickup Artwork: **Wednesday, April 11, 2018, between 3-6pm** at Petaluma Valley Hospital.
- Location: PVH is located at 400 N. McDowell Blvd., Petaluma, CA 94954.

ARTWORK SPECIFICATIONS

- All artwork on paper **MUST** be under glass, framed appropriately.
- Framed dimensions** of all artwork must be *at least 14 x 14 inches on all sides.*
- Framed dimensions** of all artwork must **not exceed 60 inches in height.**
- NOTE: Artwork MUST be wired & ready for hanging. Work not securely wired for hanging will NOT be accepted in the exhibition. No saw-tooth hangers.**
- Artists **MUST** attach the artwork ID Labels provided to the **BACK** of each piece of artwork.

FEES

None. Please consider joining the Petaluma Arts Center's membership.

ENTRY PROCEDURE (All forms are located online for your convenience)

- Artists must fill out our online submission form.
- Online digital entries & forms are available at www.PetalumaArtsCenter.org under "Exhibitions" and "Call for Entries: Art Around Town."
- Submit only **1 JPEG image per piece**. Please do not send additional detailed images of your work.
- You can submit up to 5 images of your work.
- Download, print & fill out the **Loan & Liability Form** & bring it with you on **December 13, 2017**.
- Download, print & fill out the **Loan Agreement Form** & bring it with you on **December 13, 2017**.
- Download, print & fill out the **Artwork ID Labels** and securely attach them to the BACK of each piece of artwork.

ACCEPTED ENTRIES

- Artists will be notified by email no later than **Monday, December 4, 2017** for confirmation.
- No substitutes will be accepted for selected artwork.
- No changes to titles, prices, etc. are permitted after delivery of artwork.
- Wet or unfinished work will not be accepted.
- All accepted artwork must be on view for the duration of the exhibition. (Arrangements will be made if a buyer cannot wait for closing of the show.)

ARTWORK DELIVERY

December 13, 2017 between 3-6pm, all participating artists must be available to transport their artwork to Petaluma Valley Hospital. IF YOU ARE UNAVAILABLE TO DELIVER YOUR ARTWORK YOU MUST MAKE ALTERNATE ARRANGEMENTS FOR YOUR WORK TO BE TRANSPORTED. The Petaluma Arts Center is not responsible for transporting artwork.

ARTWORK PICK UP

April 11, 2018 between 3-6pm, exhibited artwork will be taken down from the walls by the Art Around Town Committee members and available for pickup. Under no circumstances should unauthorized individuals remove artwork from the walls. IF YOU ARE UNAVAILABLE TO PICK UP YOUR ARTWORK YOU MUST MAKE ALTERNATE ARRANGEMENTS FOR YOUR WORK TO BE TRANSPORTED.

SALES

Submitting artwork for this exhibition authorizes the Petaluma Arts Center to sell the artwork for the listed price indicated on your submission form. If sales are made the Petaluma Arts Center will reimburse the artist an amount **equal to the listed price less 20%**. If selected artwork is not for sale exhibitor must list NFS on submission form.

GENERAL INFORMATION & CONTACT

For additional information email ArtAroundTown@petalumaartscenter.org, or call 707-762-5600 x104.

ADDITIONAL INFORMATION: Artists agree to allow work to be photographed for promotional & media use.