



## 7<sup>th</sup> Annual Patricia Sitar Juried Exhibition

### HEART OF THE CITY

#### Prospectus

Thank you for your interest in Sitar Arts Center's Cafritz Gallery.

Sitar Arts Center offers affordable multidisciplinary arts education in a nurturing environment to the city's youth who otherwise wouldn't have access to these opportunities. The Cafritz Gallery gives our students the opportunity to learn how to showcase their accomplishments and grow as artists, as well as learn about the process of creating, hanging and selling artwork.

The gallery series was created to educate the Sitar Arts Center community about the visual arts, how to view and talk about artwork and to give young emerging artists the opportunity to exhibit professionally. The Cafritz Gallery is an intimate space which can exhibit up to 30 pieces of varying sizes. Selling artwork is encouraged and welcomed, however it is not the mission of the gallery.

#### HOW TO PARTICIPATE IN THIS EXHIBITION

- \_\_\_\_\_ Read the prospectus, the exhibition agreement and terms carefully.
- \_\_\_\_\_ Come to the Center to visit the gallery space before submitting work (optional).
- \_\_\_\_\_ Complete the submission form for exhibiting work:
  - Be sure to label all work correctly.
  - Actual pieces **MUST** be at the center by the deadline in order to be considered.
  - Submit work that relates to the theme in content.
- \_\_\_\_\_ Pay the entry fee.
- \_\_\_\_\_ All work **MUST** be presented professionally, mounted or matted and set with hanging wire on the back of each piece.
  - Work that is not ready for hanging will not be accepted.
  - State how work is to be displayed, with labels or diagrams.
- \_\_\_\_\_ If your work is not accepted (you will be notified by Sitar staff if this is the case), please pick up work from Sitar Arts Center by the deadline.
- \_\_\_\_\_ Invite friends and family to view the exhibit and come to the opening reception.
- \_\_\_\_\_ Attend the artist's opening and awards ceremony.

Award winners will be announced at the Artist's Opening/Awards Ceremony. Winners that are not present will receive their award by mail. Any work sold will be delivered directly to the buyer at the end of the exhibition and checks will be mailed to the artist within 30 days of the end of the exhibition.



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#### **GALLERY RESPONSIBILITIES**

- Regular gallery hours are Monday - Thursday 5:00pm – 7:00pm, Friday 5:00pm – 6:00pm and Saturday 11:00am – 1:00pm.
- Installation will be done by Sitar staff and volunteers. The artist/owner may be involved whenever necessary.
- The announcements for all exhibitions will have a uniform design and high quality production. Sitar Arts Center will be responsible for the costs of the exhibition announcement and postage.
- Sitar Arts Center will provide an invitation that will be sent via e-mail to the artist/owner and Sitar affiliates for promotional purposes. The artist/owner can use this and other Sitar materials to publicize the exhibition.
- Food and beverage for the opening reception will be provided by Sitar Arts Center.
- A timeline for exhibition preparations will be provided upon the invitation to exhibit.

#### **ARTIST/OWNER RESPONSIBILITIES**

- The artist/owner will provide a listing of all works, with insurance value for a loan agreement, prior to delivery of works.
- The artist/owner will provide Sitar Arts Center with professionally presented work that meets the quality of the proposal. All work must be ready for hanging and delivered by the exhibitor.
- Sitar Arts Center is not responsible for the shipping of artwork to and from the Center. Packaging and delivery are at the expense of the artist/owner.
- The artist/owner provides Sitar Arts Center with high quality images suitable for reproduction for the announcement and press release. The artist/owner will be required to install unusually presented or site-specific work.
- The artist/owner agrees to meet all deadlines.
- Insurance coverage for art works in exhibitions will be provided by the artist/owner.
- The artist/owner will provide their personal contact list information regarding the gallery exhibition, opening, and notify Sitar Arts Center regarding attendees of events related to the exhibit.
- Sitar Arts Center has the right to exclude any artwork that has any inappropriate content as related to educational value of children under the age of 18.
- Sitar Arts Center agrees to provide a space and an opportunity for the artist to show his/her artwork. However, it is the responsibility of the artist/owner to do additional promoting of the exhibition and contact friends, family and associates to attend the reception and view works during the entirety of the exhibit.



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#### THEME - HEART OF THE CITY

What is your perspective on city living? What are your fondest memories, moments or favorite landmarks? This call to art is open to all forms of artistic expression that represent images or views of living in the city, the people and places within the city; past or present. Any city can be used for inspiration. Multimedia combined with creative writing will also be accepted with visible images. Work must have been created within the last five years. The works will be judged on aesthetic quality, craftsmanship, composition and relation to theme.

#### SPECIFICATIONS

- Work must be created by the artist stated on the work.
- Images must be appropriate for school-aged children.
- 2D and 3D art.
- Mediums accepted are photography, painting, mixed media, drawing, digital art.
- No video, film, installation or performance art.

#### SIZE LIMITATIONS

Three dimensional works should not exceed 5'H x 3'D, and should not have any potentially dangerous or hazardous parts. All two dimensional works must be able to be hung with our hanging system. Work must be wired in the back, holes will not be put into the walls to hang artwork.

#### DROP OFF DATES

October 17 - 21, 12:00 PM – 4:30 PM | October 22, 12:00 PM – 2:00 PM

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## SUBMISSION COSTS

#### CURRENT SITAR MEMBERS

Youth & Young Adult: Ages 10 – 15: Free up to three pieces  
*(parents must sign entry form)*

Adults and volunteers: Ages 16 & over: \$5 unlimited pieces

#### NON – SITAR MEMBER

Youth & Young Adult: Ages 10 – 15: \$5 up to two pieces  
*(parents must sign entry form)*

Adult: Ages 16 & over \$10 up to two pieces



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#### JURY ACCEPTANCE

*Please note - All work may not be chosen.*

- All work will be reviewed by the initial jury to determine entry into exhibit.
- Actual work **MUST** be delivered to Sitar Arts Center by the deadline to be considered.
- Initial jury is based on appropriate content, relation to theme and presentation.
- Work not chosen must be picked up by November 1, 2016.

For pick up times, please make an appointment.

#### FINAL JURY

All works on exhibit will be eligible for the final jury. Work will be judged on a point based system by jurors; see juror biographies for more information.

Final jury will be in two categories: *Category type is determined by age of participant when work is submitted.*

Youth: Ages 10 - 15

**1<sup>st</sup> Prize** \$50

**2<sup>nd</sup> Prize** \$25

Young Adult 16 – 21

**1<sup>st</sup> Prize** \$100

**2<sup>nd</sup> Prize** \$50

Adult: Ages 22 and up

**1<sup>st</sup> Prize** \$200, and solo exhibit at Sitar Arts Center

**2<sup>nd</sup> Prize** \$100

#### EXHIBITION

Chosen works will be on exhibit from October 24 – December 2, 2016. Work does not have to be for sale, but sale prices are encouraged.

#### OPENING RECEPTION AND AWARDS CEREMONY

Thursday November 3, 2016 at 6:30pm.



## EXHIBITION AGREEMENT AND TERMS AND CONDITIONS

- The works listed are hereby loaned by the artist/owner for exhibition in the gallery and are warranted by the artist/owner to be his/her own original creation or his/her unencumbered property.
- The artist/owner agrees to produce and deliver listed works to the gallery by the specified date(s), at the artist's/owner's expense and agrees that the listed title, size, medium, price (sales listing), and insurance value are correct.
- The artist/owner agrees to write the artist's/owner's name, title of work, and hanging instructions legibly on the back of each artwork submitted.
- The artist/owner agrees to have listed works wired and ready for hanging with use of our hanging system. All works shall be structurally ready for hanging or installation for the duration of the exhibition.
- Works not ready for hanging or display will not be included in the exhibition and will need to be picked up by the artist/owner before the end of the first week of the beginning of the exhibition. Works not retrieved will incur a \$50 storage fee.
- The artist/owner agrees to provide the gallery background information, current resume, and artist statement, which the gallery agrees to have available during the exhibition.
- Shipping to and from the gallery is the responsibility of the artist/owner. There will be a storage fee of \$50 incurred for each item left after the specified pick-up time/day. After 30 (thirty) days any artwork not picked up will become the property of Sitar Arts Center.
- Sitar Arts Center has the right to exclude any artwork that has any inappropriate content as related to the educational value of children under the age of 18.
- Sitar Arts Center is not responsible for any damages that may occur. The artist/owner shall retain insurance to cover any damages.
- Sitar Arts Center will immediately report to the artist/owner any damages to work in the exhibition.
- Materials used to promote the exhibit will be in the form of press release, internal advertising, and external marketing, invitations to workshops and exhibit openings, and promotion on the website.
- Sitar Arts Center agrees to provide a space and opportunity for the artist to show his/her artwork. However, it is the responsibility of the artist/owner to do additional promoting of the exhibition and contact friends, family and associates to attend the reception and view works during the entirety of the exhibit.
- After the completion of any sale of work, the proceeds will be held in the trust of the gallery for the benefit of the artist/owner. The proceeds, minus commission and sales tax, will be delivered to the artist/owner within 60 days of the close of the exhibition.
- Sitar Arts Center shall retain a 20% commission and the artist/owner shall be paid 80% of the retail price, minus any sales tax, for each work sold by the gallery. Any artwork not exhibited through the gallery are not subject to commission to the gallery.
- Legal ownership of works shall pass to the buyer when the artist/owner receives payment for said works.
- Sitar Arts Center will keep up to date records regarding all transactions related to sales, and those records will be made available during regular business hours within 48 hours of the artist's request.
- The artist/owner owns the copyright to all works, including rights to reproduction. The artist/owner consents to the imaging and photographing of all loaned works and hereby grants Sitar Arts Center an unrestricted perpetual royalty free license to retain and use on a permanent basis for educational, instructional, demonstrational, promotional (including advertising), or administrative purposes the images of all artworks in any media at the discretion of Sitar Arts Center. Sitar Arts Center Gallery agrees that it does not obtain any copyright interests in the work.



<b>Staff Use Only</b>	
Total # of works submitted _____	
Entry Fee Total _____	Method of Payment: Cash ___ Check ___ CC ___
Form Received By _____	

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**HEART OF THE CITY**

Entry Form

(Must accompany all artwork)

**Check the your category:**

Youth: Ages 10 - 15 \_\_\_\_\_ Young Adult: Ages 16 - 21 \_\_\_\_\_ Adult: Ages 22 and older \_\_\_\_\_

**Artist Information**

Artist(s)/Owner(s) Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

**Insurance Information**

Please list your insurance information below, if any.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Description of Artworks**

Total number of work to be entered: \_\_\_\_\_

(1) Title of Work: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Sales Value: \_\_\_\_\_

(2) Title of Work: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Sales Value: \_\_\_\_\_

(3) Title of Work: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Sales Value: \_\_\_\_\_

(4) Title of Work: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Sales Value: \_\_\_\_\_

Artist/Owner Signature: By signing below you are agreeing to the Terms and Conditions of Sitar Arts Center's Cafritz Gallery, and the terms of the Patricia Sitar Arts Expo Juried Exhibition.

\_\_\_\_\_  
 Artist/Owner Signature Date

\_\_\_\_\_  
 Parent/Guardian Signature (Youth Entrants) Date