



HEADWATERS ARTS GALLERY OPEN MEMBER SHOW PACKAGE

MISSION

- To exhibit and promote the work of Headwaters Arts Member Artists.
- To encourage member artists to be actively involved in the Headwaters Arts organization.

As it is the sole year-around activity of Headwaters Arts, our aim is to make a significant contribution to the overall funds of Headwaters Arts through the sale of artwork.

Our Mission will be accomplished through a variety of activities:

- Open Shows – Open Shows – open to any member artists who comply with the theme and are juried by the Gallery Committee.
- Proposal Shows – a private show proposed by one or more member artists and juried by the Gallery Committee.
- Secondary Exhibitions in collaboration with the Management of The Millcroft Inn and other local establishments as the opportunities arise.

JURIED SUBMISSION INFORMATION

Contact Information:

Gallery Chair – Bridget Wilson bwglass@sympatico.ca 416.505.1867

Eligibility:

The Open Show is open to any member submitting original works of art completed within the last two years. (No copies of paintings, photographs, illustrations or works which have been demonstrated by instructors will be allowed). The Headwaters Arts Gallery is eager to receive a wide range of work with the qualification being that the artwork is of high quality and one of a kind. Artists from all disciplines are encouraged to submit. New works are encouraged, with the only restriction being that that piece cannot be shown again in the Gallery within a 12 month time frame.

In order to encourage and enable exhibitions in the Gallery by as many artists as possible, no artist may participate in more than two consecutive shows, unless expressly approved by the Board of Directors.

Medium:

Open Shows accept all types of media applications including traditional painting, print making, digital/new media, photography, sculpture, drawing, installation art, fabric art, etc. Three dimensional works includes but is not limited to wood turning, fabric, pottery and metal works.

Jurying:

- Art submitted to the Headwaters Arts Gallery will be juried by Gallery Committee members. The decision of the Committee is final. All applicants will be notified of jury's decision, via email.
- Acceptance for each show will be based on the specific show theme. Art work will be curated based on representation of that theme whether it is by colour, literal interpretation or creative composites.
- Artwork submitted for jurying must be original (no copies of paintings, photographs, illustrations or works which have been demonstrated on by instructors will be allowed), finished and ready to show. Conceptual drawings of "work still in progress" will be not accepted.

Entry Fee:

- The entry fee for each submission is \$33.90 (\$30.00 plus \$3.90 HST) along with the requirement to sit the show for a minimum of one sitting. The entry fee may be paid by cash, cheque made payable to Headwaters Arts, Visa, MasterCard or Debit and must be paid upon delivery of accepted works on take-in day.

How many works can I submit?

- You can submit up to 5 pieces for jurying unless stated otherwise. Please keep in mind that the number of works accepted will be limited to the size of work and available gallery space.

2D Artwork:

- To equitably accommodate our many members, the sum total of any submitted work by an individual artist cannot be larger than 60" total in width, with a maximum of five pieces fitting within that dimension. For example: one piece 60" (across), two pieces at 30" (across) or five pieces that measure across together not exceeding 60".

3D Artwork:

- 3D artists will share two large glass display shelves that provide a total space to fill of 17 inches in depth, 33 inches in length and 19 inches in height.

*Jewellery pieces are limited to semi-precious stones and metals. Please note that secure display cases are not available.

Submitting Images for Jurying:

- Art images are to be sent to info@headwatersarts.ca in the form of jpegs. The jpegs should be 1024 pixels on the largest dimension, 768 pixels on the shortest side at 300 dpi. Each Jpeg tile must include the artist's name or initials, underscore, title, underscore and size (height by width) in inches. For **example: WG_TheShadowsofSummer_36x30**
- Each CD/Email must be accompanied by a clear description of each of the works including title, media, price and size.

Submitting Images for Jurying (Continued):

Note: Images must be cropped. They must not include any object or item other than the artwork (no carpet, fingers or grass). Failure to submit in the proper fashion may result in disqualification from the jury process.

Sales:

- All juried works must be for sale. Artists should be prepared to replace work when sold.
- The Headwaters Art gallery receives 35% commission for works sold during the dates of the show and for a period of one month after the Show if the contact was made during that Show. An honour system prevails.
- HST will be applied to all sales.
- Bubble wrap, tissue paper, tape and “Headwaters Arts” gift bags will be available at the Gallery reception desk for use during all shows.

Labels:

- Labels information must be provided to HA a minimum of one week prior to the Open Show date take-in. The Information to include is : Name, Title, Medium, Size and Price.(see page X – Labels).

Marketing Materials:

- All participating artists will receive hand-out materials to promote the Show. An electronic version will also be made available. Everybody is encouraged to publicize the Show, the more clients and potential buyers that attend the Opening and the show itself is advantageous to all.
- Headwaters Arts will forward press releases to our local media contacts.

Opening:

- The standard Opening is on the first Saturday of the Show.
- You will be asked to contribute something (mini wraps, cheese and crackers, antipasto, shrimp ring, vegetable/fruit trays, sparkling water, juice, etc).

Insurance:

Participating artists are solely responsible for insurance for their art. The Headwaters Arts Gallery is insured for public liability and all reasonable care will be taken with artwork. Neither Headwaters Arts nor the volunteers may be held responsible for lost, stolen or damaged pieces. All items are the responsibility of the artist. Artists are strongly advised to provide their own insurance for their artwork while on display in the gallery. Artists are responsible for any damage caused by faulty hanging methods.

Gallery Sitting:

On take-in day, all accepted artists are required to commit to time for sitting the Gallery. This schedule will be emailed to all participants by HA staff. If there are any changes to your scheduled time, it is your responsibility to find a replacement (preferably someone else that is in the show) and notify the staff at the Gallery 24 hours before your scheduled time. If you are unable to find a replacement, the HA staff may be able to find someone for you, there will be an additional charge of \$60.00 (\$15.00/hour for a 4 hours minimum).

Hanging:

All work requiring hanging must be suitable equipped with a wire for hanging. The wire must be placed so that the art does not lean out from the wall. Wire hooks (or eyelets) should be placed on the back of the frame not more than 6" down from the top of the frame. When the wire is in its hung position it should be at least 3" down from the top of the frame. thus ensuring that the hanging hook is not visible above the frame.

All art work will be inspected during take-in. Wet paintings, faulty or poorly wired frames will not be accepted for entry.

Labels:

The artwork for take-in must have two labels: The BACK label must be affixed to the BACK lower left corner of the work or bottom for 3D and . The FRONT label must be affixed to the Front top left corner of the work. This label will be removed once the work is hung and a permanent label is placed next to the work in the Gallery. Each label must be printed and include the name of the artist, title, medium, size and price as per the attached sample.

Label information must be in **ARIAL** font – 12pt in the following manner.

Name in Bold

Title in Bold/Italic

Medium

Size in in.

\$Price (no cents)

Special Note:

On occasion the Gallery will be used for receptions by outside parties. If necessary, work will be moved and stored in a safe location for the duration then returned to its original place by event staff. The gallery will also be monitored by event staff during this time.

Back and Front Labels

Name:	Name:
Title:	Title:
Medium:	Medium:
Size:	Size:
Retail Price:	Retail Price:

Name:	Name:
Title:	Title:
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