

# *Littleton Fine Arts Guild*

## REQUIREMENTS FOR DISPLAYING ARTWORK

Deliver all artwork on the date and within the window of time that Show Chair request.

1. Have in hand, completed Inventory Sheet and 2 Art Submission Labels for each piece being displayed
2. The entry fee for each juried show will be set prior to the show and must accompany the works brought for exhibition. Except for cards, any work displayed during a juried show by a member must be accompanied by the entry fee. This includes bin work, 3D and jewelry.
3. All 2D must either be framed or must have finished edges. If artwork is on stretched **deep** canvas, **1-3/8" or more**, not requiring a frame no staples may show. A deep, 1-3/8" or more, cradled canvas is also acceptable.
4. All 2D must use wire as the hanging medium. Saw-tooth hangers or metal eyes are unacceptable.
5. Bin Work must be completely covered and properly secured, with clear acetate. Art Submission Label is placed on the back (not the front). Refer to Bin Work & 3D Guidelines for more instructions.
6. Three dimensional works, such as pottery or sculpture, must be able to stand or rest on their own stably. Otherwise, they must be accompanied by display stands.
7. All works displayed must be for sale.
8. All artwork must be accompanied by two Art Submission Labels, disclosing the following: The artist's name and phone number, artistic medium (oils, pottery, photograph, etc.), title of the work, and the price of the work.

One label shall be permanently attached to the back of the piece. The other shall be temporarily attached to the front of the piece and removed when the title card for the piece is placed on the wall or the surface on which it is located.

9. The above information on all artwork must be entered into an Inventory Form.
10. For complete Guidelines, Forms and Label templates go to the following Link, <http://depotartgallery.org/membership-forms/>  
You can also find them in the 3-ring binder labeled Guidelines on the desk in the Gallery.

### **Plases Remember:**

All artwork displayed for a show must be the original work of the member. Reproductions are not allowed for show displays except for original photographs and digital art, and for bin work. An original work (a) is not a mechanical or computerized reproduction of one or more of the member's pieces of art (such as a giclée), except for photographs; (b) is not, taken as a whole, substantially a copy of the work of another artist; or (c) a composition created or directed by a teacher or workshop instructor. If in doubt, the member should consult the LFAG president.