**Requirements for Displaying Artwork Revised 1-20-2022**

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

1. Have all artwork entered into Square and 2 Art Submission Labels on each piece being displayed.
2. The entry fee for each juried show will be set prior to the show and must be paid prior to entering artwork for submission on Square. Website:

DepotArtGallery.org > For Members Only Section (password “LetsMakeArt20”>Image Submission (choose show being entered)

a. Pay fee

b. Upload image

c. Except for cards, any work displayed during a juried show by a member must pay the entry fee to the show. Do this at the time you drop off at the Depot via the Depot Square I-Pad. SQUARE>Checkout>DepotArtGallery>Non-Juried Art Fee (show title). This includes unframed artwork, 3D and jewelry.

1. All 2D art must either be framed or must have finished edges and stabilized so no warping occurs. If artwork is on stretched deep canvas, 1-3/8” or more, not requiring a frame, make sure no staples show. A deep 1-3/8” or more, cradled canvas is also acceptable. If artwork is created on a stretched canvas less than 1-3/8” in depth or on another material – hardboard, metal, aluminum, etc., the piece must be stabilized to prevent warping. Stretched canvas less than 1-3/8” in depth cannot be hung without some form of stabilization on the back.
2. All 2D must use wire as a hanging medium. Saw-tooth hangers or metal screw eyes are unacceptable.
3. Unframed artwork must be completely covered and properly secured, with clear acetate. An Art Submission Label is placed on the back (not the front). Refer to Unframed Artwork and 3D Guidelines for more instructions.
4. 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.
5. All works displayed must be for sale.
6. All art work must be accompanied by two Art Submission Labels, disclosing the following: the artist’s name and phone number, artistic medium (oils, pottery, photography, 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 of the gallery.

1. The above information on all art work must be entered in Square by the artist.
2. For complete Guidelines, forms and label templates, go to the following link:

<http://depotartgallery.org/membership-forms>

Please remember:

All artwork displayed for a show must be the original artwork of the member. Reproductions are not allowed for show displays except for original photographs and digital art and for unframed artwork. 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 giclee), 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 members should consult the LFAG president.