



Guidelines to Prepare Your Artwork for a Show or Exhibit

**Library/City Hall Exhibits Member Only. Park Station Shows cash/check (NO credit)
Park Station Show Member Only unless Announced as Open Show
Members \$7/entry or 3/\$20 Open Shows Only: Non-members \$9/entry or 3 for \$25**

General Guidelines

- All artwork must be for sale. Artists must pay a fee of 20% for artwork sold within 2 weeks of the sale. This fee can be placed in the drop box by the door in room 103 along with a note showing the Name of the artist, the name of the piece sold, and Sale Price of the artwork sold. All artwork must remain hanging until the end date of the show.
- All artwork submitted into a show or exhibit sponsored by the Society must be professionally presented and ready to hang or display. The Society does **NOT** provide equipment or tools to members for framing or affixing hanging or stabilizing devices to their artwork, this is the artist's responsibility.
- Artists are responsible for drop off/pick up and signing their work in and out of each show/exhibit.
- A label will be filled out when you submit your artwork. Be prepared and bring the following information with you: Name of artist, Medium, Name and Price of the piece.
- All work must be original, completely designed and created by you independently. Artworks submitted must not be digitally altered (except for photography and digital art).
- Accepted: paintings, drawings, collage, silkscreen, lithograph, etching, woodcut, wood burning, pottery, pour, jewelry, photographs, and digitally generated art.
- Not Accepted: Artificial intelligence, giclee, reproduction or photocopies, craft kits or anything copied from another source. No prints in Gallery shows. Submission of prints to exhibits is allowed.
- Previous Gallery show entry winners are excluded from future entry except People's Choice Awards.
- Only family-friendly work will be accepted as all the shows we offer are public spaces.
- PPAS **exhibits/shows accept up to 3 pieces /artist** unless indicated in show specific restrictions.
- Library exhibits (not judged) accept about 30 pieces total. Exchange: the first Monday of February, April, June, August, October and December.
- City Hall exhibits (not judged) accept about 30 pieces total. Exchange: the first Monday of January, March, May, July, September and November. All work must be for sale.
- Park Street Station shows (judged) accept 60+ pieces. Exchange: every other month at our General Member Meetings. 1st, 2nd and 3rd place, 2 honorable mentions and 2 merit awards may be awarded. Monetary awards may or may not be provided for all places or all show categories (10 entries per category min. for ribbons, 30 entries min. per category for monetary awards).

2-Dimensional Art (i.e., painting, digital, photography etc.)

- Measure each side of your submission with the frame on. Add up the 4 side measurements. The total may not exceed 145" regardless of the venue.
- Wall style flat back frames are the only acceptable frame for 2-dimensional work.
- Frames must be in excellent condition with corners tight, clean unmarked glass, no nicks or scratches.
- Poster frames are not accepted.
- The **ONLY** acceptable hanging system are D-ring, offset metal canvas clips, or eye screw devices with wire strung tightly across the back. Any non-wired hanging support will disqualify the art from acceptance. Hanging wires should be placed about ¼ of the way down from the top of the frame.
- Gallery canvas is acceptable with all 4 sides of the canvas cleanly "finished" (i.e., painted or printed) without any visible staples or hardware along any of the edges.
- Matts must be clean and neat.

3-Dimensional Art Accepted in Gallery Shows Only!

- May not exceed 10 inches deep x 14 inches tall. 3-dimensional artwork must stand freely or be secured in/on a stand that reliably keeps the artwork protected while in the locked cabinet display.