



BUSINESS OF ART CENTER

513 & 515 MANITOU AVENUE | MANITOU SPRINGS | COLORADO 80829

719.685.1861 EXT 15

MANITOU SPRINGS

2009/10 EXHIBITION PROPOSAL

The Business of Art Center (BAC) in Manitou Springs, Colorado, is seeking proposals for the BAC's 2009-10 exhibition schedule. Open to all artists residing in Colorado. Original works of art that have been created within the past three years, in any media, except video, are eligible.

This unique exhibition opportunity is designed to give local artists the full experience of producing a gallery exhibition. Local artists will receive guidance, as needed, with managing their own press releases, publicity, exhibition installation, and hosting an optional reception or artist speaking engagement. Exhibitions are scheduled approximately four times per year in five galleries. Entrants must be 18 years of age or older to qualify. Accepted artist(s) will receive additional information upon scheduling.

ENTRY FEE

No entry fee required. Selected participants are required to become BAC Artist Members for a fee of \$50.00 which includes ...

ENTRY

Original works of art are not accepted for submission review. Submission materials may be prints up to 8.5" x 11" or digital image files. Make sure the quality of your visuals is as close to the original as possible. Include a reference sheet which corresponds with the entry number, title, price, and medium.

Digital: 1) Files must be submitted on CD or DVD in jpg format. Keep files to a maximum of 5MB. 2) File names on disc must include the artist's last name, first initial, and entry number in that order without space or punctuation. The title may be added but the file name must not exceed 25 characters. Do not use #, \$, %, &, or other similar characters. There may be only one period used, as in .jpg (e.g. doe1seaside.jpg). 3) CD cover and disc must have artist's name (do not use labels - use a black permanent marker, printing directly on face of disc.) CDs are not returned.

Portfolio Images: 1) Prints may be photographic, laser, or ink jet. Portfolio images must be picked up no later than one week after notification.

SELECTION PROCESS

- 1) Selections for exhibitions are made by the BAC Exhibition Board.
- 2) Final selections are made from delivered artwork.

Eligible artists are not necessarily guaranteed an exhibition date – the Business of Art Center reserves the right to decline any submission that does not meet the standards of quality upon review.

NOTIFICATION

Please include a self-addressed stamped envelope (SASE) for notification. All notifications for the 2009/10 proposals schedule will be mailed via US postal service. Accepted artist will receive additional information upon scheduling.

EXHIBITION AND DELIVERY

- No clip frames or taped edges accepted. Mats must be well cut and clean. Frames must be in good condition and equipped with wire. No exceptions.
- Artwork must be clearly labeled on the back with artist's name, title of piece, and the medium.
- Artist is responsible for shipping to and from the exhibition.
- BAC will retain a 40% donation from sales.
- Work cannot be withdrawn before end of show period.
- A \$10 fine is imposed for late pick-up. Work not retrieved within two weeks of pick-up date will become property of the BAC.

LIABILITY

Artwork and entry materials will be handled with all possible care. The BAC will not be responsible or liable for loss or damage from any cause whatsoever. Entering BAC exhibitions shall constitute understanding and agreement on the part of the artist with the conditions stated. Insurance, if desired, must be carried by the artist.

CHECK LIST

- Reference sheet.
- Artist statement.
- Completed entry form.
- CD and/or print portfolio.
- #10 SASE – no return envelope, no reply.
- There is no entry fee.

Send entry materials to:

Attn: Curators
Business of Art Center
513 Manitou Avenue
Manitou Springs, Colorado 80829

----- Detach here. Complete form. -----

BUSINESS OF ART CENTER - 2009/10 EXHIBITION PROPOSAL CD Portfolio Images
PLEASE FILL OUT CLEARLY

Name _____

Address _____

City _____ State _____ Zip _____

E-mail _____

Phone (day) _____ (eve) _____

BAC MEMBER: YES NO please circle

I understand and agree to the terms as stated in the Entry and Liability Agreement:

Artist's Signature: _____ Date: _____

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