



GUIDELINES FOR STATE GALLERY ARTISTS

EXHIBITION INFO: **Wisconsin Designer Craft Council**
January 29 – March 27, 2016
Opening Reception: Saturday, February 6, 2016

ENTRY OPEN: **Monday, August 10, 2015**
ENTRY DEADLINE: **Sunday, October 25, 2015 – End of day**

NOTIFICATIONS: Artists will be notified by **Friday, November 13** via mail.

SELECTION PROCESS:

- Artists are asked to apply online at www.wisconsinart.org/submit-your-work
- Images should be formatted at 300 ppi sRGB and 7" wide.
- Artists may submit up to three pieces for consideration. When listing dimensions, we request that you list the OUTSIDE dimensions (including frame).

EXHIBITION GUIDELINES:

- Submitted work must have been completed in the last three years (2013-2015) and has not previously been exhibited at MOWA.
- Size for 2D work (wall hanging) should not exceed 36" wide. Three dimensional wall hanging objects must not protrude from the wall more than 10". Three dimensional objects should be able to fit on a 3' x 3' pedestal.
- Jury fee of \$25.00 per artist payable to the WDCC and mailed to:

WDCC
PMB 130
3900 W. Brown Deer Rd., Suite A
Milwaukee, WI 53209

AWARDS: 1st, 2nd and 3rd place award winners will receive \$500, \$250 and \$100 respectively.

DELIVERY DATES:

Thursday, December 2, 2015 10:00–6:00
Friday, December 3, 2015 10:00–4:30
Saturday, December 4, 2015 10:00–1:00

RETURN DATES:

Thursday, March 31, 2016 10:00–6:00

Friday, April 1, 2016 10:00–4:30

Saturday, April 2, 2016 10:00–1:00

DELIVERY OF ARTWORK

Drop-off and pick-up appointments should be scheduled with Erika Petterson at epetterson@wisconsinart.org on days specified above. A receipt for your work will be issued at the time of delivery. Artists are also welcome to ship work via UPS or FedEx. Delivery and return of artwork via this method is at the artist's expense. Artwork should be labeled *Wisconsin Designer Craft Council* and shipped to MOWA at 205 Veterans Avenue, West Bend, WI 53095.

MOWA is not responsible for damage or theft of artwork while in transit. Work will be inspected at time of check in. All transportation costs to and from the exhibition are the responsibility of the artist unless otherwise agreed upon prior to the exhibition date.

PICK UP OF ARTWORK

Arrangement will be made with the artists via email. Pick-up days will be designated and scheduled with the artists similar to how deliveries are scheduled. At MOWA's option, works left beyond ten days of the exhibition's closing date become the property of the museum unless prior arrangements are made. Works shipped to MOWA will be shipped back to the artist at the artist's expense unless prior arrangements have been made.

INSURANCE

All artwork is fully covered by insurance while on MOWA's premises. Any valuations shown are those stated by the lender and may not be considered as insurance claim values. Insurance claims will be paid based on values set by an independent, professionally certified appraiser chosen by MOWA or its insurance carrier. The appraiser's value will be based on fair market value. If no records are available to support fair market value, or if they are inadequate in showing a record of fair market value, then references to similar works by other artists of similar stature will be used to establish value and make claim payment.

SALES

MOWA does not take commissions from the sale of artwork. We will happily facilitate transactions between the artist and interested party. All transactions will be organized directly between the artist and buyer. Please include information for each piece that reflects whether an item is for sale or not for sale (NFS). Though we will not be processing the transactions, it is helpful to know the sale information in case asked by visitors. Please include your preferred contact info for public inquiries (i.e. gallery representation or personal email and/or phone number.)

FRAMING GUIDELINES FOR ARTWORK EXHIBITED

All artwork submitted for exhibition shall adhere to the following framing guidelines. Failure to do so may impact participation in the exhibition. If works on paper are to be exhibited other than under glass or plexiglass, please review in advance with MOWA curators in order to determine efficacy of the non-standard hanging.

1. Glass or plexi are preferable if artwork is covered. The product should be of sufficient thickness to prevent visible warping or waving. ***Anti-reflective or non-glare surfaces are strongly recommended.*** If glass is broken upon arrival, new glass will be fitted and the artist billed for cost of glass.
2. All framed works shall be securely fitted within their frames.
3. All mats are to be white or off-white in color.
4. No plastic poster frames.
5. All framed works are to be wired for hanging. No sawtooth hangers. No fishing line.
6. Hanging wires are to be no closer than 2" to the top of the framed when pulled taut.
7. Wires are not to be attached to the clips that are holding the back of the frame together, but should have their own support attached to the frame and not the picture backing.
8. The Museum is not responsible for pieces that are damaged due to improper hanging hardware or poor craftsmanship.

Please direct all confirmations, communications, or questions to Erika Petterson, Associate Curator and Collections Exhibition Specialist with any questions at epetterson@wisconsinart.org or at (262) 247-2277.