

Postmark / Email Deadline: November 21, 2014

Small Works Holiday Show & Sale

December 12 – 21 , 2014

If mailing form, please PRINT CLEARLY.

Name: _____

Address: _____

City: _____

State, Zip: _____

Phone: _____

E-mail: _____

Media: _____

Category / Please circle one: 2D 3D jewelry/fabric

List of Primary Pieces:

	Title	Dimensions
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____
6)	_____	_____

ALSO (circle any below that you will provide)

- 2-D wrapped pieces (giclee or originals ok)
- Cards
- I have a print or card display rack to loan the BGA

Please EMAIL this application with images to admin@belmontgallery.org by Nov 21, 2014. Or mail completed form (postmarked by Nov 21) to

Belmont Gallery of Art
P.O. Box 66
Belmont, MA 02478



Small Works Holiday Show & Sale

December 12 – 21 , 2014

Open House: Friday, December 12, 6-8 pm

Holiday Show hours:

Fridays, Dec. 12 & 19:	10am-4pm AND 5pm-8pm
Saturdays, Dec. 13 & 20:	10am-4pm
Sundays, Dec. 14 & 21:	10am-4pm
Wednesday, Dec. 17:	10am-4pm
Thursday, Dec. 18:	5pm-8pm

Deadlines:

"INTENT TO PARTICIPATE" email: November 21, 2014
Fees payable at dropoff – cash or check only.

DROP OFF ART: Sun., Dec 7, 10-4pm
PICK UP ART: Sun., Dec 21, 4-7pm and Monday Dec 22, 1-4pm

www.belmontgallery.org

Homer Municipal Building, Third Floor
19 Moore Street, Belmont, MA



The **Small Works Holiday Show & Sale** is an invitational event open to artists who have previously shown at the BGA. Offering small works from local artists, presented in a "purchase and take" format for holiday gift shopping, this collection was first introduced at the BGA in 2008.

Eligibility - Artists 19 years of age and over who have previously been juried into a BGA show.

Submission requirements – To participate, please send information (from application form on reverse side) by email or mail form with JPG images (300ppi, no side larger than 1000 pixels). The BGA committee reserves the right to select work for display. By submitting work, artist gives permission for images to be used for publicity.

*Please name your images using this format:
lastname_firstname_1, lastname_firstname_2, etc.*

Size, Price, Setup - All artwork submitted must be for sale, priced at \$200 or less and be no larger than 14" in any direction, frame included. 2-dimensional works for wall display must be suitably finished and have sturdy wire across the back (NO sawtooth hangers or single loops). 3-dimensional submissions may be accompanied by a pedestal or will be displayed on tabletop or gallery windowsills. Jewelry and Fabric work may be displayed on your own rack (max 24" wide) or will be displayed on tabletops or gallery windowsills.

MAXIMUM primary submissions per artist

SIX 2-D pieces (Wall display) OR SIX 3-D pieces
OR (30 pieces) Jewelry/Fabric work.

In addition, artists are permitted to submit:

SIX: 2-D wrapped pieces.
Cards: SIX multi-pack sets AND 2-dozen individual cards

Artists wishing to submit only prints and cards are welcome to do so.

NOTE - Gallery Committee reserves the right to stock extra inventory in storage and refresh display as needed. Giclee prints will be accepted for this event and must be labeled as such.

Sales - A commission of 15% for each work sold is applicable on purchase price. Purchased work will be released from the show at the time of sale. Sales tax (6.25%) will be charged and the BGA will pay directly to the state.



Staffing Requirements - All artists submitting work to this show must volunteer to gallery sit during a minimum of three hours either during sales, drop-off or pick up OR if unable to gallery sit, speak with administration for alternative task. Scheduling is on a first-come, first serve basis via an online sign up calendar.

Delivery & Pick up of work - All pieces must be delivered to the gallery and unsold works picked up from the gallery during designated hours (see below). If you cannot make these hours, you should make arrangements to have someone else pick up for you.

All works submitted must be listed on inventory form. (forms and labels are downloadable on the BGA website: <http://www.belmontgallery.org/forms-and-labels/>) Each piece delivered must have a completed BGA label attached to the back, with the exception of individual cards, small 3-D works, jewelry and fabric works which MUST be labeled with last name of artist and price. Small price (removable) stickers or string tags may be used for these items, either provided by artist or BGA (at time of delivery). NO exceptions.

Display - All artists submitting work will be represented with work on the walls and/or selling floor while their inventory allows. Depending upon submissions and inventory level, excess work will be stored and integrated into the display as sales occur. The BGA committee reserves the right to select work for display.

Liability - The gallery will take the greatest care in handling all works. The gallery, its volunteers, the Town of Belmont, its employees or volunteers accept no liability for damage incurred in the course of transit or while the works are in custody of the gallery.

By submitting work, the artist accepts these conditions.

KEY DATES:

APPLICATION due: Fri. Nov. 21 - EMAIL application form (or mail form) with images to admin@belmontgallery.org.

DROP OFF: Sun., Dec 7, 10-4pm Drop off artwork with application, \$10 entry fee (check written to "Town of Belmont" or cash only), labels and inventory list.

OPEN HOUSE: Fri., Dec 12, 6-8 pm Open to the public. Invite friends, neighbors and family! Light refreshments will be served.

PICK UP: Sun., Dec 21, 4-7pm and Monday Dec 22, 1-4pm

You may send any questions about this exhibit to:
admin@belmontgallery.org