

“DREAMSCAPES”

WOMEN PAINTERS OF WASHINGTON GALLERY
OCTOBER 19TH, 2021 – JANUARY 7TH, 2022

Show Chair – needed!

DEADLINE FOR ENTRY – September 11th, 2021

What colors are your dreams? Where do you go when your mind wanders? Have fun!

Artist: _____

Address: _____, WA, Zip Code _____

Phone: _____ E-mail address: _____

Committee I have served on within the past two years _____

I have read the below terms and conditions and agree to abide by them. It is hereby understood and agreed by me, the Exhibiting Party, to hold harmless Women Painters of Washington, and the Facility at which we are exhibiting, for any loss or damage of my artwork, while showing at this venue.

Artist's signature

Date

To enter the show email Julie Fisco - jfisco@comcast.net

BY SEPTEMBER 11TH, 2021

(details are listed on the following pages)

_____ pay the \$30 entry fee on the WPW website. Login is wpwartist

_____ Email label information to Judith Marshall -- iridian@timark.net

_____ Choose your gallery sitting dates on the calendar. Chris Gedye will email you the link on September 13th

OPTIONAL: IMAGES FOR PUBLICITY – We are working on this but for now...

_____ Upload images for Online Gallery page.

_____ Email images for Constant Contact to Larine Chung - larinechung@hotmail.com

_____ Email Images for Facebook page to Mary Jo Maute – mjmaute@gmail.com

_____ Email images for Instagram to Priyanka.parmanand@gmail.com

_____ Email images for poster/postcard consideration to Mary Anderson – mshradera@gmail.com

Oct 16th Deliver paintings 12pm - 2:00 p.m. (Show will be hung Oct 18th and open Oct 19th)

Jan 8th Pick up unsold work 10am – 12pm

Inventory – make 2 copies – one for painting labels and one for your records

ARTIST _____

TITLE _____

MEDIUM _____

FRAMED SIZE _____ H X _____ W

PRICE \$ _____

ARTIST _____

TITLE _____

MEDIUM _____

FRAMED SIZE _____ H X _____ W

PRICE \$ _____

ARTIST _____

TITLE _____

MEDIUM _____

FRAMED SIZE _____ H X _____ W

PRICE \$ _____

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MEDIUM _____

FRAMED SIZE _____ H X _____ W

PRICE \$ _____

ARTIST _____

TITLE _____

MEDIUM _____

FRAMED SIZE _____ H X _____ W

PRICE \$ _____

ARTIST _____

TITLE _____

MEDIUM _____

FRAMED SIZE _____ H X _____ W

PRICE \$ _____

Delivery Day

Sign the Gallery Contract and make a copy for yourself. Label all work on the back. Bring the contract and inventory page along with your business cards, bio pages and artwork on **Saturday, October 16th from 12 to 2pm.**

You can also bring unframed work for the Art Bins and greeting cards.

Deliver to the Columbia Center Tower on Columbia Street between Fifth and Fourth Avenues. Pull into the building loading dock driveway, (first driveway on your left). Identify yourself to security as delivering for the WPW Gallery. We recommend you make arrangements with fellow artists to share the task of delivery and pick up to reduce traffic congestion at the loading dock.

Art Pick-up Day

All unsold art must be picked up **Saturday, January 8th**, between 10am - Noon. Once again, please try to carpool for art pickup.

GALLERY CONTRACT FOR “Dreamscapes”

TERMS AND CONDITIONS

Choosing your work for the show

Two-dimensional work must be original, in any medium including paintings, collage, etchings, monotypes and hand-pulled prints, and not previously shown at the WPW gallery. **Works may have been shown previously in one of our outside shows.** No copies or reproductions shall be accepted. Use similar subject matter and frames to make a cohesive showing of multiple works. Each member is allotted approximately **10** linear feet of wall space. The hanging committee prefers not to hang salon style but will on occasion.

Hanging wire must be affixed to all pieces; wire center should be 2-3” from the top so the painting hangs tight on the wall. No wet paint, damaged frames or damaged glass will be accepted. Artwork with unstable pigments **MUST** be under glass. On the back of your artwork include, name, title, medium, framed size, and price.

Pieces that do not meet these criteria may be eliminated from the show. The hanging committee has the final say on the placement of paintings. The hanging committee will make every effort to install all work; any work not hung will be secured in the gallery backroom for pickup at the artist’s earliest convenience. **All works must be for sale.**

Entry Fee

Pay the \$30 entry fee on the WPW website. If you are not able to, you may mail a check to Sandra Kahler. All checks must be made out to Women Painters of Washington and received no later than **September 11th, 2021**

Labels

Email the following information: Name, Title of Work, Medium, Size, Price to Judith Marshall at iridian@timark.net by **September 11th, 2021**. Put “**WPW Dreamscapes labels**” in the subject line. The painting dimensions are Height x Width (alphabetical)

Artist Statement

No artist statement is requested for this show.

Gallery Shift / Calendar sign-up

Chris Gedye will email the link for the show calendar on **September 13th** to all show participants. Depending on the number of participants, you will be asked to sign up for 2 days. Please sign up early to get your designated dates. If we do not hear from you, we will assign shifts to you and it will be your responsibility to trade with another artist. Copies of the three-month calendar will be available when you deliver your work to the gallery.

If you need to change a day you are scheduled to work, it is your responsibility to find someone to trade with you. If you need to hire a Gallery Substitute for the day at the cost of \$75, the following people have substituted in the past

Janet Hamilton-- 425-346-8052
Larine Chung – 206-427-4553
Sue Madill-- 206-762-5398

-Contact Chris Gedye and call the Gallery to let them know of any changes, so the master calendar can be kept up to date.

PUBLICITY AND IMAGE INFORMATION

We are continuing to reach a larger viewing audience to both visit the gallery and view the art on-line through various marketing and social media avenues. We encourage you to participate but it is voluntary. To be included in our marketing efforts follow the directions below.

Publicity - In Print

Our printed publicity will include at least 100 posters and 1000 postcards. If you want your image considered for the posters or postcard, send a jpg image with artist name and title to Mary Anderson (mshradera@gmail.com) Postcards will be available on the art delivery day. Please take some to mail or give out

Posters: Resolution 300 dpi; image size for poster – as close to 8 x 10 as possible; jpg or tiff

Postcard: Resolution: 300 dpi, 4" x 6" (if possible); jpg or tiff. **Deadline: September 11th**

Publicity - Online

Constant Contact

If you would like your artwork from this show to be considered for the Constant Contact announcement that goes to the WPW Gallery data base. Email images with artist name and artwork title to Larine Chung (larinechung@hotmail.com) Format: resolution 72 ppi (pixels per inch); 900 pixels maximum on longest side; jpg only. Larine can resize larger resolution images if you are sending for poster, postcard and Constant Contact.

The first message goes out 2 weeks before the opening of a show. A second message is a reminder about the closing date and announcement of the new show. These email announcements are a major focus of our gallery publicity efforts and alert our gallery patrons of changing exhibits. The deadline is **September 11th**

Facebook

We are posting images of the artwork in the show on our Women Painters of Washington Facebook page at least once a week. You can then share them to your own Facebook pages so even more people see them. This has been a really fun way for people to see and talk about your art. If you would like to participate, send the images to Mary Jo Maute Format: 72 ppi; 900 pixels. maximum on longest side; jpg only

Deadline: **September 11th** **Note:** Photos of gallery events such as receptions or demos can be sent in after the deadline

Instagram

Priyanka Parmanand (Priyanka.parmanand@gmail.com) will be posting images to our Instagram account

Online Gallery

We encourage you to be a part of the **womenpainters.com** online gallery as this is an important part of having the public be able to view the artwork that is for sale.

Image preparation

Format: resolution 72 ppi (pixels per inch) 900 pixels maximum tall jpg files only.

File Name: Title of Exhibition-First Name-Last Name-Painting Title.jpg All words are separated by hyphens. The only period is before .jpg, no other periods. Example: Radiance-Naomi-Gray-Yellow-Chicken.jpg

Do it Yourself uploading to Online Gallery

You can upload your images by going to the website
Follow the instructions on the site to complete the upload.

If you want help uploading to the Online Gallery

If you are having trouble, you can contact Sandra Kahler

Easy steps for images

1. Photograph your work
2. Use Photoshop or other photo editing program to crop the photo
3. Save As : Title of Exhibition-First name-Last name-Painting Title.jpeg
4. To be considered for the poster and postcard, resize to 300ppi and email to - mshradera@gmail.com
5. Resize the image to 72ppi and 900 pixels tall
6. Send to Facebook – mjmaute@gmail.com
7. Send to Constant Contact—larinechung@hotmail.com
8. Upload to online gallery on the website
9. Send to Instagram – Priyanka.parmanand@gmail.com

Note: for best results, take the photos at high resolution. This will allow you to get 300ppi for the poster/postcard entry

Art Racks

1. All pieces of art will be removed from our art racks on the change over Saturday between shows. This happens 4 times per year.
2. When you bring in a new piece, enter your piece into the notebook on the correct show pages with the date of delivery, title, etc. They can remain in the racks until the next show starts, i.e. 3 months.
3. Each piece must be an ORIGINAL (no giclees), matted or backed and in a plastic sleeve or wrapped with your name, title and price on the back.
4. We suggest prices under \$250 to appeal to a wider audience but this is up to you.
5. When adding or taking out pieces during the three month period, update the Art Rack notebook. The notebook will be on the front desk.

Greeting Cards

You may bring handmade or professionally printed greeting cards to the gallery to sell. We have a set price of \$7.00 for all cards. In the art bin notebook, enter the number of cards you dropped off. Cards need to be in a plastic sleeve. Your name must be on the back in order to be paid. Sandra will mail checks quarterly for all card sales.

Biography and business cards

Please bring your resume, artist statement, and images of other work on one double-sided page to be included in the biography book at the front desk. Please bring in about 25 business cards. No other auxiliary information will be accepted.

Commission

A 25% commission to WPW will be charged per our bylaws under "Exhibitions." A 15% commission should be paid to WPW for sales after a show closes which has resulted directly from gallery exhibition. For other sales such as a special order for a print or a commission, 10% commission should be paid.

Sales

There is an iPad at the front desk with instructions on processing sales. Practice with a \$1.00 sale to yourself. Also, fill out all the information in the receipt book. Give the white copy to the buyer, put the yellow copy under the cash slots in the cash box, and leave the pink copy in the receipt book.

WPW Gallery accepts cash, personal checks with ID, & Visa or MasterCard and American Express. Members sitting the gallery will process the sales.

Insurance

Artists are responsible for insuring their own work for damage or loss. WPW insurance is limited to basic liability coverage.

Working at the Gallery/Parking

WPW pays for one parking space to be used by the gallery sitter. It is on the corner of 4th Ave. and Columbia St. Jerry's Garage and Budget rental car across from the Rainier Club. Just tell them you are with the gallery when parking.

Gallery Hours

It is very important to be at the gallery during the open hours, do not leave early. Get a substitute if you cannot make it. The hours will be 11:00 AM to 3:00 PM Tuesday through Friday (except for holidays, when the building is closed). Upon arrival, contact the security guard in the Control Center at the top of the escalator on the same floor as the Gallery. The door to the Control Center has a sign indicating "no access," so you must ring the bell for assistance. Security will unlock the gallery door at your request. If you have any problem, ask security at the main security desk, located at the Fifth Avenue entrance. The Gallery Committee has created a detailed instruction binder that you can refer to when sitting at the gallery.

Note: While working in the gallery, consider bringing an art project to demo just inside/outside the gallery door. There is an easel to use in the back room. The public enjoys seeing artists at work!