

Prospectus for Gallery 104

Gallery 104 provides exhibition opportunities for Naples Art Association contributors and serves as a venue for the purchase of work by local artists. Volunteers run Gallery 104 programs and present four themed exhibitions each winter season.

ENTRY REQUIREMENTS

- Current Naples Art Association Artist Guild, Muse or 5 for the Arts donors are invited to enter artwork for exhibit in Gallery 104 programs. For information on Donor Levels go to www.naplesart.org and click on support.
- For each exhibition enter one artwork. 2-Dimensional artwork must be 144" or less in perimeter, INCLUDING FRAME (for the annual Small Works Show, artwork must be 60" or less in perimeter, INCLUDING FRAME). 3-dimensional artwork requirements are listed below.
- To determine your artwork's perimeter measurement-- measure all four sides of your artwork, including the frame, if it is framed. Add the four measurements together. The sum of the four sides is your artwork's perimeter measurement.
- Gallery 104 is equipped with a slat-wall system for artwork installation. All 2-dimensional artwork must be equipped with a secure hanging wire (no saw-tooth hangers or hanging brackets). To avoid injury, raw-wire ends must be taped. There should be at least three inches between the wire and the top of the frame when hung on a single hook.
- FRAMING REQUIREMENTS: All boards with 3/8" thick or less, as well as stretched canvases with 1/2" or 3/4" widths need to be framed. Frames are optional for gallery wrapped canvases with widths of 1 1/2" - 2 1/2" (no exposed staples on the sides).
- 3-dimensional artwork is not to exceed 35 lbs. and must fit on a 14" x 14" pedestal. 3-D artwork requirements are the same for all Gallery 104 exhibitions.
- Artwork must be submitted in person (SHIPMENTS NOT ACCEPTED) and must be priced appropriately for sale. There is a 30% commission on all sales. **All entries must be for sale.**
- \$15 non-refundable entry fee payable with cash, credit card or by check (payable to Naples Art Association).
- For your entry complete and sign a three-section Entry Form (please type or print clearly):
 - Cut the bottom-left section of the form and tape it to upper-left corner on the back of 2-dimensional artwork or attached to an accessible place on 3-dimensional artwork. Complete the bottom-right section of the form and keep it. After checking-in your artwork at Gallery 104 on receiving day, take the top-section of the form and your \$15 entry fee to the lobby reception desk. Exhibiting artists should add a one-page 8½ x 11 bio and/or artist's statement to the Gallery Binder available for Gallery 104 visitor reference during the exhibitions. Take a sleeve protector from the back of the Gallery Binder for your statement and then add it to the binder in alphabetical order by last name.

ELIGIBILITY

- Eligible artwork includes original painting, drawing, mixed media, collage, fiber, photography, and 3-dimensional artwork such as, but not limited to, sculpture, ceramics and glasswork.
- All entries must be original artwork. No mechanical or photo reproductions, or entries that have been exhibited by the Naples Art Association within the past twelve months.
- Artwork entered must not have been executed under instruction, copied from other artists' work, or copied from publications or photographs not originally taken by the artist.
- Entries must be thoroughly dry, ready for display and must have been completed within the last two (2) years.
- The Naples Art Association reserves the right to decline artwork deemed inappropriate for display or that does not meet the entry and eligibility requirements.

POLICIES

- For each exhibition one qualified juror with a notable art background will select artwork for the exhibition and assign four cash awards.
- All artists are notified of the jurors' selections via email or by phone, if email is not available.
- There are three cash awards given for each exhibition: Best of Show (\$100), First Place (\$75), Second Place (\$50) and Honorable Mention (\$25). Awards are presented in the Frederick O. Watson Gallery between 6:20 and 6:50 pm during each reception.
- All artists are **encouraged** to attend the receptions. Please note, we have changed our donation structure. As a "thank you" to our donors you are included at no additional charge. All other guests, including those you invite, are welcome to attend NAA receptions and are asked to make a voluntary \$10 donation at the door.
- It is in the best interest of the Naples Art Association to have as many entries as possible remain in the gallery until the end of each exhibition. Please consider the pick-up date before you enter your artwork. Make alternate arrangements with a friend or family member, if you cannot pick up your artwork during the designated time. Art collectors are permitted to take purchased artwork from the gallery immediately after purchasing it.
- Please pick up artwork during designated times as storage space for artwork is limited.
- Due care will be taken with all entries. However, the Naples Art Association will not be held responsible for loss of and/or damage to submitted and exhibited artwork. Participants may wish to acquire insurance to cover loss and/or damage.

SALES OF ARTWORK

The Naples Art Association will process sales of artwork. The Naples Art Association retains a 30% commission on all artwork sold. After a buyer purchases a work, the artist will be notified by telephone or e-mail. When the exhibition ends and the buyer has taken possession of the artwork, a check for the sale proceeds will be mailed to the artist's address in the Naples Art Association's donor database (sale proceeds are generally mailed within three weeks from the close of the exhibition).