

**Cultural Memory:  
Transdiasporic Art Practices  
September 4 – October 10, 2009**

**CALENDAR**

<b>June 29, 2009</b>	<b>Final Entry Due Date</b>
June 24-30, 2009	Jury Dates
July 8, 2009	Notifications Sent
Aug. 26, 27, 28 / 12-7pm	All Work to Arrive
Sept. 4 – Oct. 10, 2009	Exhibition Dates
Sept. 4, 2009 / 6-9pm	Opening Reception
October 11 / noon-4pm	Pick Up Work
October 14, 2009	Shipping Pick-Up *

\*Artist schedules pick-up of her work with preferred shipper

**ENTRY CHECK LIST**

( ) **Artwork Entry** - Up to three works submitted as slides, on cd or as digital files online. One detail per work if necessary. Works must not exceed 72" horizontally, and may not have been previously shown at WMG.

( ) **Slides** - Clearly labeled slides of three works (plus details if needed) in a slide sleeve section. Label slides with your name, title, medium, size and numbers that correspond to entry form. Indicate the top of the slide.

( ) **CD** - Images of up to three works plus details if needed. Must be numbered to correspond with numbers on entry form

( ) **Digital Files** - Submit up to three works plus details if needed as digital images (jpgs). Our image upload process automatically resizes and compresses your images to the required size. See [www.womanmade.org/artentries](http://www.womanmade.org/artentries).

( ) **Statement** - An artist statement of 50 to 200 words must be neatly printed, or typed and attached to this form with a staple. We will reprint and mount your artist statement next to your work if your work is accepted.

( ) **Entry Form** - For slide entries, complete form in its entirety. Indicate what media you used to create your work. Type or print clearly. Include your phone number and email. Detach and return with slides, statement, fee and a self-addressed stamped envelope.

( ) **Entry Fee** - The non-refundable entry fee is \$24. Make check or money order payable to Woman Made Gallery. Entry fees from countries outside the USA need to be paid by International Money Order. Please consider a \$1 contribution to WMG's Entry Fee Scholarship Fund. This will benefit women artists who cannot afford the entry fee. You can qualify for the entry fee scholarship by sending a letter demonstrating your need.

( ) **SASE** - Include a self-addressed, stamped envelope for the return of non-accepted material. WMG will not return slides or CD without it!

**Woman Made Is Responsible For:**

1. Insuring artwork while on exhibit.
2. Installing/displaying all artwork professionally.
3. Invitation design and printing costs.
4. Sending invitations to WMG's mailing list.
5. Having staff on premises during regular hours.
6. Providing each artist with nine invitations.
7. Sending press releases to publications.
8. Returning shipped art by Oct. 14, 2009, with artist's choice of shipping company.

**Artist Is Responsible For:**

1. All art entries to arrive August 26, 27, 28, 2009, between noon and 7pm
2. Pick-up of hand-delivered work on 10/11 from 12 to 4pm. WMG is not liable for artwork left beyond Oct. 14, 2009.
3. Mailing invitations to personal mailing list.
4. Any expense for publicity photos.
5. Being professional and cooperative in adhering to Woman Made Gallery's guidelines.
6. Providing artwork that is ready to be installed.
  - 2-D work must be prepared properly for hanging.
  - Sculptures must sit sturdily on pedestal or floor.
7. Paying \$10.00 administrative fee for **shipped** work.
8. Arranging pick-up of unsold artwork for Oct. 1, 2009, between noon and 7pm by preferred shipping company.

**Size & Weight Specifications:**

**No work may exceed 6' in any direction or be over 75 pounds in weight except if delivered and picked up personally. WMG will refuse receipt of art that is heavier than 75 pounds.**

**Sales:** WMG handles all sales of work while on exhibit. The gallery retains 40% commission of the sale price. Artists will be paid no later than 30 days after the close of the exhibit. Indicate insurance values for all artworks, including those not for sale. Insurance value is the price without the gallery commission. *(Example: Your price \$500 – Ins. Value \$300)*

**Invitation & Website:** **One** artwork will be chosen for cover design of invitation and at least **one** image per artist will be on the WMG website.

**Agreement:** By submitting their work to this exhibition all artists agree to allow reproduction of their slides, digital files and/or photographs taken of their art for educational, publicity, and archival purposes.

( ) **Please do not send any unrequested material!**

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- Use this Entry Form for mail-in applications only
- Visit [www.womanmade.org/artentries](http://www.womanmade.org/artentries) to submit digital files
- Print legibly and return this part with slides, statement, fee and SASE. Do not send any unrequested material.
- Include 40% commission to WMG in the sale price of your work. If you do not list a price the work will be not for sale.

**Name** \_\_\_\_\_

**Street** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ ( ) Check here if you added \$1 to your entry fee to help the Entry Fee Scholarship Fund

**Email** \_\_\_\_\_

**List insurance value if your work is not for sale.  
Include depth if your work is three-dimensional.**

**1. Title** \_\_\_\_\_

Detailed Media: \_\_\_\_\_

Dimensions: (H x W x D) \_\_\_\_\_

Price: \_\_\_\_\_ Insurance Value: \_\_\_\_\_

**1a. Detail Slide:** ( ) yes ( ) no

**2. Title** \_\_\_\_\_

Detailed Media: \_\_\_\_\_

Dimensions: (H x W x D) \_\_\_\_\_

Price: \_\_\_\_\_ Insurance Value: \_\_\_\_\_

**2a. Detail Slide:** ( ) yes ( ) no

**3. Title** \_\_\_\_\_

Detailed Media: \_\_\_\_\_

Dimensions: (H x W x D) \_\_\_\_\_

Price: \_\_\_\_\_ Insurance Value: \_\_\_\_\_

**3a. Detail Slide:** ( ) yes ( ) no

Total Number of Slides Included: ( )

**PLEASE RETURN THIS COMPLETED SECTION WITH YOUR ENTRY!**

Cut Here

