

**APPLICATION + FEE + IMAGES DUE: April 19<sup>th</sup> | ARTWORK DROP OFF: May 1<sup>st</sup> - 3<sup>rd</sup>**

The **OS Retro Exhibit 2024** is for artists who have participated in Open Studios at any time during 2002 - 2023. The exhibit runs from **May 10<sup>th</sup> - May 31<sup>st</sup>** with an emphasis placed on Artisphere weekend: the exhibit is promoted in all Artisphere materials and the gallery is open to the public during the **Artisphere weekend hours May 10 - 12**. An exhibit catalogue will be produced and the opening reception will be held **Friday, May 17<sup>th</sup>, 6:00 - 9:00 pm**.

**APPLICATION + DIGITAL IMAGE DUE DATE:** The application and a digital image of your work is due **Friday April 19<sup>th</sup>**. Please email or hand deliver your application + entry fee to MAC (address below), and deliver digital images via email to [anna@greenvilleARTS.com](mailto:anna@greenvilleARTS.com). This is a retrospective exhibit so there is no need to create new work unless you want to!

**ENTRY FEE:** There is a **\$25 FEE** to participate in the exhibit. This money will go towards advertising, the exhibit catalogue and an artists' reception. MAC does not secure sponsorships specifically for this special retrospective. *The money is due with this application. MAC takes cash check (in person or via mail) or credit card (in person or online at [greenvillearts.com/artist-fees](http://greenvillearts.com/artist-fees)).*

**ARTWORK DUE:** Your physical work (ready to hang) will be due to MAC by May 3rd. We will be accepting work from Wednesday, May 1st - Friday May 3rd from 9am - 5pm. A Consignment Agreement form is included in this packet of information. Please attach it to your work during drop-off. This is a 12x12 (x12) inches Open Studios exhibit - see [Artwork Submission Requirements](#). The exhibit will run through **May 31<sup>th</sup>**.

**EXHIBIT CATALOGUE:** The OSR Exhibit comes with a catalogue, which will include an image of your work in the exhibit, with details and pricing if for sale, and contact information. *(Pictured here are pages from the 2019 catalogue.)*

**CONTACT INFO:** The information you provide on the application (next page) will serve as the the contact information printed in the catalogue. *If you don't want something printed, don't include it!*

**EXHIBIT COMMISSION:** There is a 20% commission received by MAC on work sold in the OSR exhibit.

**OPENING RECEPTION:** Friday, May 17th 2024, 6:00 - 9:00pm

**GALLERY HOURS DURING ARTISPHERE:** The MAC Gallery will be open on Saturday and Sunday during the hours of Artisphere, May 10, 11 & 12, 2024. If you would like to volunteer in the gallery during the weekend, contact [anna@greenvilleARTS.com](mailto:anna@greenvilleARTS.com)





# OS Retro 2024 Exhibit

APPLICATION *(due Friday, April 19th with \$25 fee)*

**CONTACT INFO FOR CATALOGUE.** (Do not add what you don't want printed!)

ARTIST NAME \_\_\_\_\_

STUDIO ADDRESS include STUDIO name if applicable \_\_\_\_\_

CITY, STATE + ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

WEBSITE \_\_\_\_\_

**PAYMENT INFO:** MAC accepts cash, credit card or checks. Please indicate your method of payment below:

CASH:  *(in person only)*    CREDIT CARD:  *(in person/by phone)*  *(online)*    CHECK:  *(in person)*  *(mail)*

**IMAGE:** A digital image of your work must be emailed to [anna@greenvilleARTS.com](mailto:anna@greenvilleARTS.com) by Friday, April 19<sup>th</sup>–

*I acknowledge that I have read, understand and will abide by the information outlined above and on the previous page of this application. I am also enclosing/including the exhibit participation fee of \$25 with this application.*

\_\_\_\_\_  
ARTIST NAME (print)

\_\_\_\_\_  
ARTIST SIGNATURE



# OS RETRO 2024 EXHIBIT

CONSIGNMENT FORM *(due by Friday May 3rd, attached to artwork)*

The following work was received from the following artist on consignment for display and sale. The price reflects the sale price. If insurance price differs, please indicate that amount as well.

The information written below is for the gallery labels: Please type or write legibly!

ARTIST NAME \_\_\_\_\_

TITLE \_\_\_\_\_

MEDIUM \_\_\_\_\_

PRICE \_\_\_\_\_ If not for sale, value for insurance \_\_\_\_\_

**EXHIBIT INFO:**

DATES OF EXHIBITION: May 10th — May 31st, 2024

DATES & TIME OF RECEPTION: Friday, May 17, 2024, 6:00 - 9:00pm

DELIVERY OF WORK: Work will be received between Wednesday May 1st - Friday May 3rd during the hours of 9am - 5pm.

EXHIBITION REQUIREMENTS: Works must be 12"x12"(x12"). Strict guidelines must be followed. Please refer to the ARTWORK SUBMISSION REQUIREMENTS page of this application.

COMMISSION/SALES INFORMATION: There is a 20% sales commission on works sold in this retrospective exhibit. MAC will not be levying a sales tax or collecting a sales tax on the sale of your work. You will be responsible for building the sales tax into the price of your work (including the commission). No works will be removed from the gallery "on approval" or for any reason except with express permission of the artist and MAC.

DELIVERY OF WORK: If your work sells to a local buyer, we will make arrangements for the seller to pick up the work from MAC. If you prefer to deliver work sold directly to the buyer, let us know at the time you are notified of the sale. If the buyer is from out of town, the work will stay in the exhibit until close and artists is responsible for handling packing + shipping.

I have read and will abide by all that is asked of me above. \_\_\_\_\_

*(artist signature)*

EXHIBIT CLOSE:

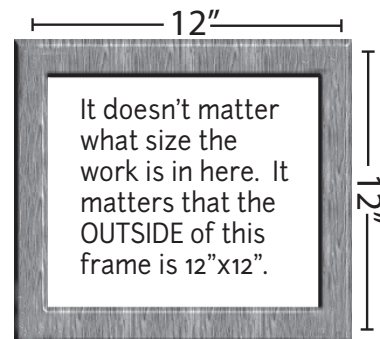
Work has been picked up by	
Signature	Date

# ARTWORK SUBMISSION REQUIREMENTS

## GREENVILLE OPEN STUDIOS 12x12 (x12) EXHIBITS

### 2-D ARTWORK:

- ◆ 2-D pieces are measured by their outer frame dimensions (see graphic):
- ◆ Unframed works must be professionally presented, i.e. no unfinished canvas sides with staples showing, etc.
- ◆ Screw eyes should be placed near the top of the back of frame so that it will hang properly without leaning out from the wall. Suggested: 2" from top of frame.
- ◆ Frames must hang with **WIRE** on the hook shown here, which is about 1.5 inches tall. *Sawtooth hangers do not work with this system!*



### JEWELRY:

- ◆ Jewelry should be in a 12" x 12" shadow box or displayed on a 12" x 12" base.
- ◆ One piece only (earring set is one piece).

### 3-D ARTWORK:

- ◆ One part/side, etc. of a ceramic or 3-D piece **MUST** measure 12" high or 12" wide or 12" deep.
- ◆ No dimension of the 3D work can exceed 12". This means that although you must abide by the 12" one-side rule, the rest of your piece can't be too big.

Examples of how to create/measure a 3D piece:



If you are unsure if your piece fits the above requirements, contact the MAC office at least one week before the exhibit drop-off date to make arrangements to have a staff member or exhibition committee member look at your piece.

### INFO TO ACCOMPANY ARTWORK:

On the back of the work, please identify your piece with your name.

On the attached consignment form you will need to provide info on your piece:

- ◆ Title
- ◆ Medium
- ◆ Price