

## 2017 ENTRY REQUIREMENTS

- **DIMENSIONS:** **2-D & PHOTO entries** must not be more than **54"** in any dimension, including frame. Prior clearance for acceptance of **3-D entries** weighing over **40 lbs.** and/or measuring over **54"** in any **single** dimension must be made with the Exhibition Coordinator. **Photos printed on canvas will be accepted.**
- **FRAMES:** Frames must be firmly secured with all corners tight, no spaces or loose areas, no chips. All frames **over 22x28** should use **Plexiglass**. All frames must be **wired securely** and be completely ready in all ways for hanging or display. Wire must not slip or be visible beyond the frame when hung. **Saw-toothed hangars and clips without frames are not acceptable.**
- **MATS:** In order to maintain uniform exhibition gallery standards, mats should be **white, off-white, neutral, black, silver, or gold.** All mats must be clean.
- **JEWELRY:** **Jewelry** items submitted to show may not have as part of their design manufactured components. For example: chains are not acceptable, but Omega clips are. Where there is a question, our Exhibition Coordinator will determine what is acceptable.
- **PRINTS, ETCHINGS, BLOCKS:** All **prints** - lithographs, serigraphs, etchings, wood or linoleum blocks, etc., must be hand pulled and signed by the artist. **Reproductions** are not acceptable for exhibition.
- **GENERAL REQUIREMENTS:** Entries must be dry. Entries must have been completed within the previous **three years**, with the exception of sculpture, which must have been completed within the previous **five years**. LBKCA shall have permission to photograph and reproduce, for publicity purposes only, any work of art offered for exhibition.
- **ELIGIBILITY:** Work **previously exhibited** in LBKCA juried shows is not eligible. LBKCA does not warrant to accept or to exhibit every work submitted and reserves the right to decline any work offered for exhibit or otherwise.
- **ORIGINALITY:** Entries must be the **original** work of the artist. Reproductions, giclee prints, copies of art work or work done from published pictures, drawings or photos are **not acceptable** for exhibition. If there is uncertainty concerning whether an entry is as stated (e.g., giclee where alleged to be a unique piece), a representative of LBKCA will inquire of the artist and if eligibility remains uncertain make a considered judgment as to eligibility.
- **CLASS WORK:** For work done in class, **instructor involvement** must be limited to offering design and technical information. Any work which has hands-on instructor involvement is considered a shared project and will be disqualified.
- **NO REFUNDS:** **No refund** of entry fees will be made. Once accepted, **no substitutions** or **withdrawals** will be permitted during an exhibition except in a most extenuating circumstance and then only with the approval of the Exhibition Coordinator.
- **AWARDS:** **Winners** or their representatives should be present to receive awards or alternate arrangements must be made.
- **PICK-UP:** Entries must be **entered and picked up** by announced dates and times. Artists should bring their entry form copy when picking up work. Unless prior arrangements have been made, work remaining in **storage after one month** from the designated pick-up date will become the **property of LBKCA.**
- **SALES:** **Any and all sales will be handled directly between the artist and buyer.** LBKCA will facilitate communication between artists and interested buyers. LBKCA will not process any artwork sales.
- All entries will be handled with care, however, **LBKCA will not be responsible for loss or damage by any cause**, and all work received is subject to this condition and all other rules set forth above.
- **Entry forms will be available on the Receiving Date.**