

# Exhibit Rules

## General Requirements

Only members of the Naperville Art League with dues paid in full may enter NAL sponsored shows. From time to time, guest artists may be invited by the Board to exhibit. No one other than a member of the Exhibit Committee is authorized to move, remove (excluding sold works) or add artwork once a show is in place.

Each artist may enter up to two (2) pieces of 2- or 3-dimensional work per show. Entries must not be more than two years old unless otherwise specified. All work exhibited must be for sale. Prices may not be changed once the show is hung.

Each Gallery member exhibit will be displayed for approximately one month. No piece of artwork may be exhibited in the Gallery more than once in any calendar year, exclusive of the holiday show, Public Art Competition, or any other special exhibit. Artwork in the bins and 3-D work not submitted for jury may be exhibited for no more than three consecutive shows.

It is the artist's responsibility to pick up artwork at the end of an exhibit. Any work not picked up within 10 Fine Art Center business days from the regular pickup date will become property of the Naperville Art League.

Themes are determined for monthly shows. Members are encouraged to submit works that are in concert with these themes but are not required to do so.

Art that is determined by the Naperville Art League Board to be inappropriate for display to the public may be displayed privately, rejected, or shown with a warning statement.

From time to time special exhibits and rules may be announced.

**AWARDS** are determined by an independent judge commissioned by the NAL. Standard monetary and award ribbons are:

- 1 Best of Show at \$50
- 1 Theme Award at \$25
- Up to 5 Merit Award ribbons.

## Presentation

All 2-dimensional work must be securely backed and suitably framed (except for fiber art and gallery-wrap canvases). Picture wire must be appropriately affixed to the frame. Unframed gallery-wrap canvases must be painted on the top, bottom and sides and can have no visible staples. All submissions must be dry and ready to display.

Please pay attention to framing. It can be as important as the piece, itself. No warped, dirty frames or damaged frames, please.

Charcoal, graphics, watercolor and pastel artwork must have glass or plexiglass coverings. Stained or yellowed matting could indicate the piece does not meet the 2 years or less age requirement and runs the risk of rejection. Saw tooth hangers, wires stapled to frames, and wires attached to any kind of spring clip are not acceptable. Art such as fiber art wall-hangings should be delivered ready to hang on nails.

Unless specified otherwise in pre-show announcements, 2-D work should not exceed 40 inches inside frame opening in width or 6 feet in height. Work exceeding these dimensions will need special approval from the Director of Exhibits.

In addition, Gallery walls will not safely support extremely heavy 2D pieces. Gallery wall space is limited; all members, especially those submitting two large pieces to a show, are reminded that the Director of Exhibits and the Exhibit Committee reserve the right to refuse pieces due to lack of wall space. In some instances, shows may be extended to the classroom for display.

## Originality

All work must be original. Copies of works of any kind are not permitted. Changing the background color or medium does not make it an original. Photographs used as references for artwork must be the artist's own photo. Copyright law compliance is the responsibility of the artist. Infringements are unacceptable.

Photographs, computer designed art and computer manipulated photographs prepared for exhibit in the gallery must be original work and must be signed and numbered. Traditional prints such as lithographs, intaglio, etchings, and those of similar techniques must follow the same guidelines.

A piece created for exhibit using the giclée process is considered an original if it is unique, i.e., only one copy exists. Multiple giclée prints, regardless of the number in the series, are considered reproductions and may be included only in the Gallery bins.

The production of submitted pieces pertaining to the above categories described must be of high quality for exhibit as determined by the Director of Exhibits.

Any student's artwork that is enhanced or embellished by an instructor is a learning piece and should be treated as such. These works may not be submitted for NAL sponsored exhibits.

### **Gallery Bin Art**

Matted and unframed work for exhibit in the bins must be covered with acetate or shrink-wrap or placed in plastic sleeves. Bin art may consist of original works and/or reproductions of original works, commonly referred to as "prints." It is to the artist's advantage to identify the type of print on the back of each piece. No more than two identical prints may be displayed in the bins at a time. These works must be clearly marked as reproductions. Bin art must follow Fine Art Center standards and must be entered in the inventory book. These works may be displayed for three consecutive shows.

### **Gallery Shop**

Members are invited to submit small items for sale in the shop, with NAL receiving **20%** of the sale (commission is increased to **25% during special exhibits**. Members will be advised of this prior to drop off). Items should be logged in the Gallery Shop Inventory listing and may be displayed for a maximum of 3 months. Depending on available space, quantities and duration of display may be limited. Liability terms apply.

### **Registration**

Work to be included in any show must be delivered or removed on the delivery and pick-up dates as stated in the newsletter. A member exhibitor must:

- Fill out an exhibit card provided by NAL for each item that is to be entered in a show. The exhibit card must identify the artist's name, title of piece, medium and price. Note: printed business cards are not acceptable. Advertisements attached to art will be removed.
- Register each piece on the Gallery Inventory Sheet. In registering work, members agree to the liability clause which states: Every care will be taken to safeguard all work shown under NAL sponsorship. However, neither the Naperville Art League nor any member or officer or personnel will assume liability for the loss of or damage to any artwork regardless of the cause. All persons submitting artwork to any NAL sponsored exhibit do so at their own risk. By registering your work to an NAL sponsored exhibit, you agree to allow images of your work to be used to promote NAL and its events.

### **Sales, Tax and Donations**

When a work is sold, the artist will be notified and may submit a substitute piece. The Director of Exhibits or a member of the Exhibit Committee will be contacted about placing the substitute.

All work sold through NAL exhibits or through referral from NAL is subject to a commission of **20%** of the registered price to the League. The commission rate rises to **25%** on work sold through **special exhibits** for which the League incurs extra advertising costs.

NAL collects sales tax on all items sold in the Gallery.

### **Liability**

Every care will be taken to safeguard all work shown under NAL sponsorship. However, neither NAL nor any member or officer or personnel will assume liability for the loss of or damage to any artwork regardless of the cause. All persons submitting artwork to any NAL sponsored exhibit or sale do so at their own risk.