

## **Important Dates:**

Indicate intent to participate by Friday , September 23.

Take-in : Thursday, October 3. 1:00 – 3:00 pm

Take-in : Friday, October 4. 2:00 – 7:00 pm

Exhibit Installation. Saturday, October 5.

Opening Reception. Sunday, October 6. 1:00 – 3:00 pm.

Exhibit on display at OSA gallery from 1:00 – 4:00 pm, Monday thru Saturday, October 7 thru October 24.

Pick-up: Friday, October 25. 2:00 – 7:00 pm.

**Location:** Oregon Society of Artists

[2185 SW Park Place, Portland, Oregon 97205](#)

**Eligibility:** Only current, paid members of OSA or the Portland Photographers' Forum may participate.

**General:** This is an open (non-juried) show with contributions from OSA and PPF members; there is no theme. The gallery reserves the right to reject artwork that crosses acceptable boundaries. This would include misogynistic imagery, depiction of extreme violence or graphic sexuality, and objectionable political or religious imagery.

**Size/matting/framing:** Photographs must be matted, framed and ready to hang with an outside long dimension not exceeding 48". Artwork that exceeds 30" in any dimension must utilize Plexiglas rather than standard glass. Frames must use D rings, mounted 4" from the top of the frame ( suggested ) with a taught wire in order to be compatible with the hanging system. Matting and framing must meet generally recognized gallery standards. Please use mats that are neutral in color. Gallery frames in black wood or metal are preferred. Frames should be new or in excellent condition. Frames for metal and glass photographs are not required. Members will be responsible for delivering and picking up their artwork on the dates and times above. By participating, you agree to the terms of this prospectus.

**Sales:** OSA does not take commission on art sales. They will collect funds from buyers and provide to the artist at pickup. Any artwork that is sold must remain on exhibit for the duration of the show.

**Release and fees:** Please download and complete OSA's Art Show Release Form. Bring the form with you at take in, along with \$35 payable to OSA ( \$35 is the total entry fee for up to 3 works ). The form can be found at this link - <https://www.osartists.org/images/docs/GalleryReleaseForm.pdf>. Please note that participating OSA and PPF members will be asked to "gallery sit "for a single 3 hour slot ( 1:00pm – 4:00 pm ) on an exhibition day. Sign-up sheets for gallery sitting will be available a

**Submission:** PPF membership can provide up to 60 photographs. Individual artists will be limited to a maximum of 3 works for each artist. PPF members, please contact Day Tooley ( [Day@thetooleys.com](mailto:Day@thetooleys.com) ) no later than Monday, September 23, to indicate your interest to participate and how many photographs ( maximum of 3 ) you would like to hang, along with titles and price. OSA members are asked to email Tim Mahoney ( [tb.mahoney@frontier.com](mailto:tb.mahoney@frontier.com) ) with the same information. In the email, please indicate an order of preference for your photographs. Based on interest, it may be necessary to limit how many photographs each artist may have in the show.

**Title cards:** OSA will prepare labels for the exhibit based on take-in information. Please write your information legibly ( name, title, price ). You are advised to also label the back of your artwork with your name and the title of the work.

**Volunteers:** OSA and PPF members are asked to consider helping with volunteer assistance for this show. There is a need for 4 volunteers at both take-ins, and 3 volunteers for reception set-up through clean-up (12:30 pm – 3:30 pm on October 6) . When preparing your email submission, please indicate if you are able to volunteer for one, or more, of these time slots. OSA will be open daily from 1:00pm to 4:00 during the exhibit. Gallery sitters are needed in order for the gallery to remain open for visitors. The pool for Gallery Sitters will come from both OSA and PPF. Please let us know at the time of take-in whether or not you can help with gallery sitting . Your help will be much appreciated.