

# New Hampshire Art Association Small Works Gallery Guidelines



## **ABOUT:**

The Small Works Gallery is gallery for NHAA members to exhibit and sell artwork year round at the Robert Lincoln Levy Gallery. The Small Works Gallery has no theme, it is not juried and there is additional cost. This is benefit exclusively for the NHAA membership.

## **SUMISSIONS:**

- 1 to 2 new and original artworks  
-and/or-
- 1-5 new and original shrink- wrapped/plastic wrapped artworks

## **ELIGIBILITY:**

- NHAA Members only
- Dues must be paid for the current fiscal year, May 1, 2016 –April 30, 2017

## **ARTWORK REQUIREMENTS:**

- The size limitation for both the framed works and the shrink wrapped/ plastic wrapped works is 16 inches in the longest direction including the frame and/or the mat.
- Be original and of professional quality (no giclee reproductions)
- Comply with all NHAA framing policies (attached)
- No diptychs (when submitted with one other painting)
- Artwork price to not exceed \$300
- All work both framed and shrink wrapped (or in plastic sleeve) must be properly labeled on the back with artist's name, title, and medium, and price
- All work must be for sale.
- Final hanging decision left up to gallery management.
- Sculptor may exhibit two, new, smalloriginal sculptures
- Presentation must be clean, presentable, and professional
- \*Artwork that does not follow requirements will not be displayed

## **SALES:**

- All entries must be for sale. Artists will receive 60% of the sales prices and NHAA will receive 40% of the sale.
- The customer will take the artwork with them at the time of the sale.

## **SMALL WORKS CHANGEOVER:**

- The SWG will be completely changed out four times per year.
- Receiving and pick up will coincide with receiving and pick up for monthly exhibitions.

# SMALL WORKS SIGN-IN SHEET



**2017 CHANGEOVER DATES:**

Sun. Jan. 29 and Mon. Jan. 30, 12 to 4 pm  
Sun. April 30 and Mon. May 1, 12 to 4 pm  
Sun. July 30 and Mon. July 31, 12 to 4 pm  
Sun. Oct. 29 and Mon. Oct. 30, 12 to 4 pm

**LIABILITY:**

NHAA will not be responsible for any loss or damage to any artwork from any cause regardless of fault.

**AGREEMENT:**

Submitting artwork to the Small Works Gallery will indicate agreement to the conditions and requirements outlined in the Small Works Gallery guidelines.

<b>ARTIST'S NAME:</b>
<b>ARTIST'S PHONE and EMAIL:</b>
<b>DATE:</b>

**FRAMED (1 to 2 artworks):**

Title	Medium	Price	Date Sold	Date Pick Up

**SHRINK WRAPPED/PLASTIC WRAPPED (1 to 5 artworks):**

Title	Medium	Price	Date Sold	Date Picked Up