



PROSPECTUS

Exhibition Dates:

October 28, 2020 – January 8, 2021

Exhibition Location:

Window Display

Vacant Retail Space - Hammond Square Mall

(Due to the nature of the Pop Gallery exhibitions, we are not releasing the exact location at this time.)

Gallery Hours: 24-hr view, Window Display

Exhibition Description -

The Hammond Regional Arts Center is currently accepting entries for a new Pop Gallery. Pop Galleries are an extension of Hammond Regional Arts Center's exhibition efforts on display in office buildings, storefronts and vacant commercial properties in our community. More information can be found at www.hammondarts.org.

Eligibility -

Artists are encouraged to submit their original, 2-dimensional or 3-dimensional artwork for review.

Acceptable work includes (but not limited to) oil, acrylic, pastel, watercolor, graphic art, mixed media, sculpture, woodwork, glasswork.

All 2-D art must arrive ready to install on an easel. If the piece is over-sized, the artist will be asked to provide an appropriately sized easel.

Submission Requirements –

Email a formal submission to info@hammondarts.org by **Friday, October 16, 2020**.

Please include:

- Artist's name, phone number and email address
- Photo(s) of each piece
(maximum of 2 angles per piece)
- Title of each piece, medium, and dimensions
- If you need extra time for printing and framing, please let us know

Upon Acceptance -

Any accepted artwork must be dropped off to the Hammond Regional Arts Center on Thursday, November 12 or Friday, November 13 between noon and 6 p.m. An inventory list, including description and prices, attached labels with prices and signed contract must be included at drop off.

All selected artwork must be delivered to HRAC no later than 6 p.m. on Friday, November 13, 2020. HRAC reserves the right to disqualify any artwork which did not arrive by the deadline or did not arrive ready for professional display.

Shipping/delivery is the responsibility of the artist. If artwork is shipped, a pre-paid return label must be included with the art. The artist is responsible for insuring their artwork during shipment *to*, as well as *from*, the Arts Center. HRAC is not responsible or liable for any damages occurring during shipping. Artwork will be insured by the

Hammond Regional Arts Center while it is onsite for display at the declared value (sale price) only.

Installation -

Artwork must arrive ready to be displayed. HRAC Staff will be responsible for exhibition layout, lighting, and basic installation. In cases where artwork exceeds basic installation, artists will be responsible for installation.

Agreement to Terms -

Works of art will be sold at a commission of 35% to HRAC. Payment to the exhibitor will be made within thirty (30) days after the exhibit's close.

Submission of artwork by an artist indicates full agreement to the terms laid out in this prospectus. Any questions or concerns regarding this document must be discussed prior to submission. Upon successfully completing the submission process, artists are expected to cooperate fully. Further agreements in the form of a completed and signed contract will be required for acceptance to be finalized.

Exhibition Closing –

All remaining inventory of artwork must be picked up by appointment from the Hammond Square Mall on January 8, 2021 or by appointment from the Hammond Regional Arts Center between January 13 and January 15. If special arrangements are needed, please contact the HRAC at info@hammondarts.org or call (985) 542-7113.

Work not collected after 90 days past the close of the exhibition will be considered abandoned and will become the property of HRAC.

Dates:

Submission Deadline:

Fri, October 16, 2020

Notification of Selection:

Wed, October 21, 2020

(If you need extra time for printing and framing, please let us know)

Drop Off Artwork:

Fri, October 23 from noon to 6 p.m.

Tues, October 27 by appointment
at the Hammond Regional Arts Center

Or Wed, October 28 at 11 a.m.

at the Hammond Square Mall

Installation:

Wed, October 28, 2020

Exhibition Dates:

Wed, October 28, 2020 – Fri, January 8, 2021

Pick Up Artwork:

Fri, January 8 from noon – 6 p.m.

at Hammond Square Mall

Or January 13 – 15 from noon to 6 p.m.

at Hammond Regional Arts Center

90-Day Deadline:

Tuesday, April 7, 2021

Artwork not picked up by this date becomes the property of the Hammond Regional Arts Center.

Contact -

Melissa Griffin, Executive Director

mgriffin@hammondarts.org

www.hammondarts.org

Phone: 985-542-7113

217 E. Thomas St., Hammond, LA 70401



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