

# Proposal for Exhibition at JAC

**Deadline for Submissions** - January 1 (Spring), April 1 (Summer), July 1 (Fall), October 1 (Winter).

The Jacoby Arts Center (JAC) is accepting proposals for our 2020 calendar year! We are looking for something fresh and new in our main gallery space each month. We request well thought out proposals for both solo or group shows. We will begin to schedule the submissions received in the space available on a quarterly basis. If accepted, an artist(s) will be asked to exhibit either in a group show or solo exhibition at the discretion of the committee. The review process takes a couple weeks from the submission deadline.

**About JAC:** located at 627 E. Broadway in downtown Alton, IL. JAC is in a historic brick building that was once home to Jacoby's Furniture going back to the late 1800s. The beautiful space, iconic columns and neon sign became Jacoby Arts Center in 2009. JAC exhibits artists from the region and presents work in a variety of mediums including painting, drawing, photography, sculpture, glass, ceramic, fiber, and other craft disciplines.

**Submissions:** Proposals will be viewed from images submitted. Please submit the following:

1. Title, description and statement of purpose for the proposed exhibition.
2. Your name and contact information
3. Bio (max. 100 words)
4. Artist's Statement - include, medium, methods, process used (max. single page)
5. 15-10 digital images (jpeg format with min, width/height of 900 pixels, max. size of 2MB)
6. Works must be properly identified with title, size, medium and price.

Send submissions to: [jacobyartscenter@gmail.com](mailto:jacobyartscenter@gmail.com)

You will be contacted if your work is selected for exhibition. Once accepted, the artist(s) will be sent an agreement form and a W-9 form that needs to be turned into the office, complete, along with a "Consignment Sheet" in excel format, listing all work in the show: title, medium, description, dimensions, year, price.

JAC will install and properly light the exhibit, provide lettering & labels, and provide an Opening Reception with food and cash bar.

**Floor Plan:** Our main gallery space is 2000 sqft; with 133 linear ft of 12 ft walls.

**Presentation:** Work must be identifiable and suitable for installation. Wires must be used, canvases must be gallery wrapped, or work must be able to be freestanding.

**Sales/Commission:** All work will be for sale unless the artist informs the gallery of the contrary. JAC receives a 30% commission of sales. The artist will receive 70% of the sale.

Receiving: All work must be delivered on the dates specified and must remain for the duration of the exhibition. No work will be accepted

Removal: All artwork must be picked during our normal business hours within one week of the close of the exhibit. Any work left after one week of the closing date becomes the property of JAC. Special Arrangements may be made ahead of time by the Artist at the discretion of JAC.

Use of Images: Images submitted may be used for marketing or promotional purposes directly related to the exhibition and art center. This may include publications, printed materials, electronic media. Copyright and all other rights remain that of the artist.

Liability: Objects exhibited in JAC will be given great care. JAC will insure all exhibitions under its existing insurance policy, which covers up to 50% value against all risks of physical loss and damage while on the premises during the period of the exhibition. Coverage is not authorized past the exhibition and artwork may not be stored at JAC. JAC does allow visitors to photograph works of art.

Promotions: Post on community event calendars. Feature the exhibit in JAC newsletter (sent out to over 2000 people), on JAC website and social media, and posters. Manage sales of artwork, collect and pay sales tax, and pay credit card processing fees

Artist will be responsible for the following:

1. Provide necessary paperwork and high-resolution professional images of work in the exhibit to be used for Promotions.
2. All work is identifiable (title, size, medium, price) and is ready for installation, framed and with a wire hanger as needed.
3. Deliver work to the Jacoby Arts Center and pick-up work at the designated time.
4. Speak with the public at the reception and at one Saturday afternoon Gallery Talk (optional)
5. Provide one brief workshop that is free and open to the public (optional)