

IMAGE 3

TITLE _____
MEDIUM _____
DIMENSIONS _____ WEIGHT _____
DATE OF WORK _____ PRICE _____ *

**PLEASE REVIEW THE PROSPECTUS INSTRUCTIONS
ON PREPARING IMAGES BEFORE SUBMITTING! THANK YOU!**

APPLICATION:

All entrants must complete the exhibit's entry form. Completed entry form must be sent with your email submission that contains

- Up to 3 images (8 x 10 in., 200- 300 dpi jpegs only; no tiffs, pdfs, power point, etc.),
- Corresponding image list (all jpeg image names should correspond to entry form),
- A statement, not exceeding 1 paragraph, referencing YOUR MUSE and a 1-page resume.

Submissions will be accepted by email only. Please send to: ltrgroup1@aol.com and jwstudio@optonline.net

Image Identification Sheet:

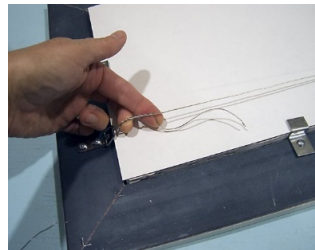
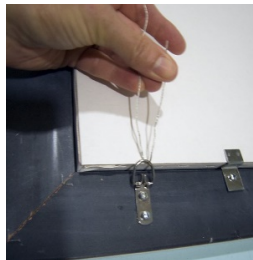
Please include the following information on the image list:

- a. Your name
- b. Number of each digital image (from 1-3)
- c. Title of work (please indicate whether digital image is a detail)
- d. Medium
- e. Dimensions
- f. Date of work

SPECIFICATIONS OF ACCEPTED WORK:

All accepted work must:

- Arrive completely ready for installation with eye hooks and wire attached and if necessary, framing. NRCA will not assume these costs. See photos below for hanging hardware guidance.
- Entire piece cannot exceed a weight of 25 lbs.
- Be clearly labeled on the back with name, address, phone number, title, medium and price.



REQUIREMENTS AND RESTRICTIONS

All work intended to be hung on the walls must be securely wired. Inappropriately presented work will not be accepted. All free-standing small works to be displayed in glass cabinets must not exceed 12" in height. Installers will take special care in handling all submissions, but neither The NRCA Rotunda Gallery/New Rochelle City Hall will not be responsible for damage due to poor construction, wiring, or

other problems inherent in the work. Artists are responsible for providing adequate protection or instructions for fragile artwork that requires special handling.

GALLERY HOURS

NRCA Rotunda Gallery is located within New Rochelle City Hall at 515 North Ave., New Rochelle, NY 10801. Both City Hall and the Rotunda Gallery are public spaces that are accessible to all during business hours, which are from: **9 am-4 pm, weekdays. Currently, Covid-19 protocols are in place and City Hall is open by appointment only. Visitors must wear masks and social distance on premises.** Please call 914. 224.4243 to inquire about exceptions and/or changes.

RECEIVING ACCEPTED WORK: THURSDAY, Thursday, September 30, 2021 – 11am – City Hall 515 North Avenue, New Rochelle, NY 10801

LIABILITY AND INSURANCE:

The NRCA Rotunda Gallery and the City of New Rochelle does not provide insurance for exhibits. However, the space is monitored by video cameras 24 hours a day, 7 days a week and NRCA takes precautions to protect all artwork. NRCA reserves the right to photograph and use accepted work for documentation, press, website or catalogue purposes.

SALES:

Artwork can be offered for sale during the exhibit. There will be a 20% commission on work sold during the exhibition. No changes in price will be allowed upon acceptance. Works not for sale should be listed NFS.

AGREEMENT:

The receipt of any entry is understood to convey agreement by the entrant to all conditions set forth and inferred in this prospectus.

The New Rochelle Council on the Arts' Mission is to stimulate and encourage the study and presentation of the performing and fine arts and the public's interest and participation therein; To foster and support arts in the community and to serve as a portal to the arts for New Rochelle residents and community members; To create opportunities for the public to encounter and explore art and increase access to the arts in New Rochelle.

TURNING A NEW LEAF – IN PURSUIT OF YOUR MUSE

WAIVER FOR FOR EXHIBITING ARTISTS

NAME: _____

ADDRESS: _____

PHONE/EMAIL: _____

Title/Size/Price of Work _____

Title/Size/Price of Work _____

Title/Size/Price of Work _____

Exhibit Title: "Turning A New Leaf – In Pursuit of Your Muse"

Dates: October 4 – November 16, 2021

The undersigned herewith releases the New Rochelle Council on the Arts, its officers, directors, agents, successors and assigns (collectively "NRCA") and the City of New Rochelle (the "City") from any and all claims arising from or relating to the Exhibit and/or this Agreement, for any reason whatsoever, including alleged negligence by NRCA, TLPC or the City for any damages to/ or theft of the work being exhibited. To the fullest extent permitted by law, the undersigned further agrees to defend, indemnify and hold harmless NRCA and the City from any claim, action or proceedings arising from or relating to Artist's participation in the Exhibit or arising under this Agreement, including any claims, actions or proceedings by any third party.

NRCA reserves the right to photograph and reproduce artists' works as necessary for the publication and for use in press material related to the exhibition. Photographic material supplied by artists/designated agent must include complete credit line information.

Artist _____ Date _____

NRCA Representative _____ Date _____