

Spring AAG ONLINE EXHIBITION GUIDELINES

The Alamance Artisans Guild online art exhibition is open to all current (2022) members. The online exhibition will be April 10 – May 10, 2022.

HOW TO ENTER - (PLEASE READ ALL CAREFULLY):

1. Participant must be a paid 2022 AAG member.
2. Pieces entered should be family friendly.
3. A \$10 entry fee along with the agreement below must be received **no later than MARCH 20, 2022.** Checks made to AAG and the signed agreement must be mailed to Carolyn Langley, 1833 Basin Creek Rd., Burlington, NC 27217.
4. Each member may submit up to four pieces to be exhibited. The final number of pieces each artist exhibits will depend on the number of members who sign up for the online show. Please follow the guidelines below for prioritizing your 1st through 4th choices for the show.
5. All work should be for sale.
6. All work must be solely created by you. **Please be sure you own the copyright and have not used any source material that is not owned by you or legally available to you.**
7. A list of entries containing the information below along with a photo of each item must be emailed in one email (please DO NOT SEND SEPARATE EMAILS) to Carolyn_Langley@ncsu.edu **no later than MARCH 20, 2022.**
8. Information needed for each entry:
 - Artwork title
 - Medium
 - Dimensions of the actual artwork **without** frame or mat. There is no size restriction.
 - Dimensions **with** frame and mat **if** art is framed.
 - NOTE: 2-D artwork is **NOT** required to be framed. Please specify if unframed.
 - Price **without** shipping included.
 - Artist name
 - Artist phone and email address
 - If available: Facebook and/or website information
9. Indicate, if desired, whether you take commissions or have prints available. Please include the cost for print if applicable.

10. If you need help with photography, please email Carolyn_Langley@ncsu.edu ASAP so arrangements can be made for such help.
11. Artists may not substitute another work, change the sale price from that submitted, or withdraw submitted artwork before the close of the exhibition.
12. The artist is responsible for notifying Carolyn Langley if a piece is sold so the piece can be marked online as sold.
13. The artwork may not be submitted to other venues before May 1.
14. All unframed 2-D artwork should be prepared for shipping as is appropriate for its substrate.

DIGITAL IMAGE REQUIREMENTS:

1. Entries must be in .jpg format.
2. Send all photos via email to Carolyn_Langley@ncsu.edu. Do **not** send via a shared link to a Google drive or send via a text message.
3. The total size of the image should be less than 1 MB.
4. Image size should be at least 600 pixels on the longest side.
5. Resolution should be 72 dpi.
6. No digital enhancements are allowed. Image should reflect the actual artwork as closely as possible.
7. Take photos using filtered natural light, as flash may be too harsh.
8. If 2-D, the photograph of your artwork must be of the unframed, unmatted image. Do not photograph paintings that are already under glass. Remove the painting and then photograph. ***Please DO NOT include the frame in your photograph.***
9. If 3-D or wearable, the photo should show that which best depicts the work.
10. Orient the image correctly horizontally or vertically.
11. PLEASE use the following file name format:
FirstName_LastName_Title_of_Piece-1.jpg, (priority 1)
FirstName_LastName_Title_of_Piece-2.jpg, (priority 2)
FirstName_LastName_Title_of_Piece-3.jpg, (priority 3)
FirstName_LastName_Title_of_Piece-4.jpg, (priority 4)
(example: Carolyn_Langley_Garden_Wren-1.jpg,
Carolyn_Langley_My House-2.jpg, Carolyn_Langley_Mollys_Iris-3.jpg, Carolyn_Langley_Sunset_at_Beach-4.jpg)

ADDITIONAL IMPORTANT THINGS TO CONSIDER:

Copyright issues

Remember, it is always best to use your own ideas, your own source materials, and source photos taken by you! We are especially concerned about copyright infringement if you use source materials that are not legally yours. Be doubly sure any source you use is legal. Any source published or printed in any form, including photos and ideas taken from the Internet, even TV shows and movies, could result in a claim of copyright infringement against you! Photos taken by other people - relatives, friends, Facebook friends - should not be used unless you have their specific approval, preferably written approval. Be absolutely certain any material taken from the Internet is in the Public Domain. AAG will not be legally responsible for any violations of copyright laws.

All sales are between you and the buyer exclusively.

It is up to you to arrange for payment, collect sales tax if appropriate, and arrange for delivery or shipping of your artwork to your buyers. Potential buyers will be able to click on your email address to contact you directly, to make all necessary arrangements with you specifically. There are no fees or commissions on your sales. AAG will not be involved in any way.

Getting your sold work to your buyers:

Although AAG will publicize your work via Facebook and in conjunction with Alamance Arts, delivering your sold work is your responsibility! How you do that is completely up to you!

If your buyer is out-of-town, you will need to figure out the best way to safely deliver your work. Shipping unframed 2-D artwork is easier than shipping framed - no bulky, heavy frames or breakable glass. We suggest you research shipping methods and materials and also check out various options, such as US mail, UPS, FedEx, etc. We strongly suggest that you purchase shipping insurance for the full price of your artwork. AAG will not be involved in this and will not be responsible for any problems that might arise.

Some suggestions on how to publicize the exhibition

Use as many forms of social media as possible. Facebook and Instagram are just a couple of suggested ways. Email your friends, giving them a link to see the entire exhibition online. Be sure to let them know what you have entered. Let your family and friends know about the exhibition.

QUESTIONS??

Please contact Carolyn Langley at Carolyn_Langley@ncsu.edu

Please sign and date to indicate that you have read, understand, and accept everything in the guidelines.

RETURN THIS AGREEMENT AND YOUR \$10 FEE TO CAROLYN LANGLEY NO LATER THAN APRIL 1, 2022, IF YOU WISH TO BE INCLUDED IN THE EXHIBITION. Checks should be made out to Alamance Artisans. If no agreement is returned, your art will not be displayed in the online show.

You can print this agreement, sign, and mail to Carolyn Langley, 1833 Basin Creek Rd., Burlington, NC 27217.

Alternatively, you can print, sign, photograph or scan, and email, the agreement to Carolyn_Langley@ncsu.edu.

I have read, understand, and accept all requirements for the SPRING AAG ONLINE EXHIBITION 2022 as stated in the AAG ONLINE EXHIBITION GUIDELINES.

Artist's name (printed)

Artist's signature

Artist's email address

Date