ENTRY CHECKLIST

1. Application form
2. Written exhibition proposal
3. Digital images on CD
4. List of images
5. Resume
6. SASE for return of materials
7. Gallery layout for installation (optional) see website for pdf of floor plan

Postmark deadline: March 15, 2012

MISSION STATEMENT

The Prescott College Art Gallery at Sam Hill Warehouse provides the academic community and the greater audience of Northern Arizona with art exhibitions and programming that are aesthetically stimulating and critically engaging. Aligned with the mission of Prescott College, the Gallery strives to enhance our world community by exhibiting a variety of disciplines by a diversity of artists, with an emphasis on the environment and social justice. The Gallery supports research, teaching, and experiential learning in an interdisciplinary curriculum.
The Prescott College Art Gallery at Sam Hill Warehouse invites you to submit a proposal for the 2013-2014 exhibition season. The gallery is committed to exhibitions that expand the community’s experience of contemporary art and address the interests of a diverse audience. Proposals across all themes and media are welcome - for this season, the gallery particularly seeks proposals along environmental and social justice themes.

**Submission Requirements**
- Open to all artists and curators 18 years and older
- All visual arts disciplines are accepted
- Artwork will remain on display for the term of the exhibition
- Prescott College receives a 30% commission from all artwork sold
- Shipping is the responsibility of the artist (the gallery is currently seeking funding to assist with shipping costs)

**Insurance**
The gallery will insure objects lent to it at the time of delivery for the insurance value indicated on the entry form. Prescott College Art Gallery will insure against all risks of physical loss or damage from any external cause while on location during the period of loan. The usual exclusions will apply for loss or damage that may occur by any event beyond the control of the college.

**Selection Process**
The Exhibitions Review Panel for the 2013-2014 season is made up of arts professionals from various disciplines as well as a representative of the Prescott College Student Arts Council.

**How To Apply**
Incomplete submissions will not be accepted. Please submit the following (one application per artist or group):

1) **Artist/Curator Application Form**
   - Name: ________________________________
   - Street: ______________________________
   - City: ___________________________ Zip: ______
   - Phone: ____________________________
   - Email: ____________________________
   - Website: __________________________

   *I agree to the terms and conditions listed in this prospectus.*
   *Signature: ___________________________

2) **Written Exhibition Proposal**
   One page, expressing your specific interest in showing your work at the Prescott College Art Gallery at Sam Hill Warehouse and explanation of your proposed exhibition design, including specific installation requirements.

3) **Images of Artwork:**
   - Each artist may submit up to 10 digital jpeg images representative of works in proposed exhibition - 300 dpi, 5” x 7” max, on a MAC compatible CD.
   - Each image must be labeled with the number corresponding with the “list of images” and the last name of the artist (example: 1_smith.jpg).
   - Do not send slides or original artworks.

4) **List of Images**
   Identify digital images submitted by: number, title, date, medium, dimensions (HxWxD) and price (optional).

5) **Resume**
   A brief resume and bio. One for each artist if group submission.

6) **SASE**
   Enclose a SASE for return of materials. Materials submitted without SASE will not be returned. Your packet will be retained until a review is scheduled with our Exhibitions Review Panel. If you are accepted for an exhibition, your packet may be retained for reference. If your proposal is declined, your complete packet will be returned with the provided SASE.

If we are unable to provide a show as proposed are you interested in being considered for inclusion in a multi-artist exhibition?

☐ yes ☐ no

**Postmark Deadline:**
**March 15, 2012**

Submit materials to:
Prescott College Art Gallery at Sam Hill Warehouse - Exhibition Proposals
220 Grove Avenue
Prescott, AZ 86301

For more information contact the gallery at 928.350.2341 or artgallery@prescott.edu

visit www.prescott.edu/gallery to download a gallery floor plan (pdf)