



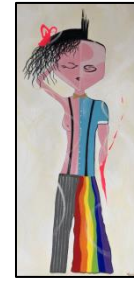
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Call for Entry & Gallery FAQ Sheet: "PERSPECTIVES OF A PANDEMIC"

Painting • Illustration • Photography • Sculpture • Metalwork • Fiber • Wood • Glass • & Performers

WHAT:

Building upon the positive feedback of 2019's diversity, equity and inclusion art show and programs, the **Galleries @ WORK_SPACE*** will be producing PERSPECTIVES OF A PANDEMIC, showcasing art that responds to and reflects the diverse experiences of life during the coronavirus pandemic. In addition to an on-site and virtual Art Exhibit, WORK_SPACE will work with community partners to host Cultural Performances, Interactive Workshops and Artist Conversations to help us better understand the impact COVID-19 has had on ourselves, others and the society in which we live.

WHO:

Artists (18 years and older) from the Greater Hartford region are invited to submit work created in this calendar year (2020) that expresses their unique perspective of this challenging time. Whether it directly comments on the situation or more generally reflects your mood during this time frame, we value your experience, perception and means of expression. We welcome submissions from people who create art professionally, as a hobby and/or as a therapeutic tool.

HOW:

Complete the **Artwork Submission Form** found at: <http://workspacemanchester.com/art-culture/> Submit form along with up to five pieces of work. Are you a first time exhibitor who needs guidance on how to get your art "gallery-ready," just email or call us and we will be glad to offer assistance.

WHEN:

- Exhibit Dates:** Fri. Nov. 27, 2020 – Jan. 23, 2021
- Submissions Due:** Fri. Nov. 13, 2020
- Art Drop Off:** Thurs. Nov. 19th - Fri. Nov. 20th (10a-4p) and by appointment.
- Open House & Holiday Pop-up:** Sat. Nov. 28th (10a-4p)
The Galleries @ WORK_SPACE will be open and hosting an artisan pop-up to coincide with Small Business Saturday.
- Gallery Hours:** Mon.-Fri. (10a-4p) - except when an event is taking place in the Main Gallery
Sat. Nov. 28 (10-4p), Sat. Jan. 23 (9a-1p) and other weekend hours TBD.
- Art Pick Up:** Sat. Jan. 23, 2021 (1-3p) and Mon. Jan. 24, 2021 (10a-4p)

SUBMISSION AND GALLERY INFORMATION BELOW...

SUBMISSION INQUIRIES:

- Submissions will be accepted on a rolling basis through November 13, 2020.
- Complete a submission form via: <http://workspacemanchester.com/art-culture/>
- Include digital copies of up to 5 works of art with your submission. We welcome performance art too!
- You will receive a confirmation email by the end of the following weekday to confirm receipt.
- There is limited space for 3-D works (such as large sculptures) due to the multi-purpose uses of the gallery space; however we encourage everyone to submit their favorite works as we are strive for a diverse and eclectic collection.

REQUIREMENTS FOR DROPPING OFF WORK:

- If selected, you must drop off your work during the drop-off times listed above or call to make alternate plans.
- All work must have a paper attached that includes: title, artist, medium, size, sale price and contact information. If not for sale, write NFS but assign a monetary value.
- Work must be professionally framed with secure hanging wires that have minimal slack, (*this is to prevent damage/injury to the artwork, gallery and public.*) Only artwork with proper hanging wire will be accepted (*no sawtooth hangers allowed.*) If your artwork is of a non-traditional format, please call to discuss hanging options.
- While entries and accepted artworks will be handled with all possible care, all entrants are required to hold blameless WORK_SPACE, their agents, representatives, or employees for any claim arising from damage to or loss to entry materials or accepted artworks for any reason whatsoever. The building and its contents has insurance although it is recommended that the artist insure his/her own artwork.

PICKING UP ARTWORK:

- Two-weeks prior to the closing of the show, artists will be notified by email to confirm pick-up times.
- When picking up your artwork, please sign your work out with a WORK_SPACE team member.
- Under NO circumstances should you pick up your artwork before the scheduled pickup date without notifying a WORK_SPACE team member. A replacement piece of artwork needs to be provided for the duration of the show.

POINT OF SALE:

- 30% commission of art and products sold will be paid to WORK_SPACE, a tax-exempt municipal organization.
- Any charges WORK_SPACE accrues for accepting payment via credit card will be deducted from the total, prior to commission being calculated.
- When work is purchased, it will be available for the purchaser to pick-up after the exhibit concludes.
- Prices should include sale tax. It is the artist's responsibility to pay taxes on income received.

Thank you for your interest in being part of our creative community,

The Gallery Team @ WORK_SPACE

Curator: Christiane O'Brien

Coordinator: Shannon Burke

Manager: Stacey Zackin

Marketing Associate: Michelle Doyle

FAQs:

- WORK_SPACE is owned and operated by the Town of Manchester.
- The building and art is insured for actual value, all artists must submit a price list with their art. It is optimal for artists' to carry their own insurance as well.
- If displayed work is sold, WORK_SPACE receives a 30% commission minus any credit card or other handling fees.

- The Galleries are open for public tours and viewing, Monday – Friday from 10am - 4pm except if there is an event taking place in the space or on a Federal Holiday when the building is closed.
- WORK_SPACE is a public multi-purpose building that serves as a home base for over 2 dozen businesses and 50 professionals. We attract over 500 visitors a month, many of whom come in for reasons other than viewing art. Art is subjective and can often be provocative and we are not free to display any and all types of art. WORK_SPACE'S primary concern is that our space is welcoming and hospitable to our visitors of all ages and sensibilities. The decision of what is suitable for display ultimately lies with building management.
- As a multi-purpose space, tables, chairs, rolling walls and artwork will sometimes need to be moved. As a result our ability to showcase delicate sculptures or other exceptionally fragile artwork may be limited. That being said, we treat every piece of art with care and are very sensitive in the placement of work around our building.
- Artists submitting to be exhibit at WORK_SPACE give permission to take and use photos and videos of my work for marketing purposes in print and online.
- By submitting their work to the Galleries @ WORK_SPACE, artists confirm their agreement to all terms included on this document.
- Time frames of exhibits are subject to change. If the start or end dates should be changed, artists will be notified as soon as possible.

What We Are:

WORK_SPACE is a collaborative coworking and meeting space in downtown Manchester that houses 12 private offices, 6 meeting venues and the Galleries @ WORK_SPACE which include the traditional **Main Gallery** along Main Street, as well as the **Loop Gallery** connecting the meeting spaces on the 1st floor and **Gallery 901**, part of the 2nd floor collaborative commons .

What We Do:

Owned and operated by the town of Manchester we are committed to celebrating art as a tool for social change, exploring diversity, fostering inclusion, provoking thought, shifting perspectives, building community, and inspiring creativity. We know and honor the power of art to heal, express emotions, stimulate conversation, and provide joy – both through its viewing and creation. We are dedicated to showcasing a variety of art and artists through exhibits, in-person programs, and virtual experiences. We strive to be home to a community of artists that meet, learn, create and work together.

What We Believe:

We believe that sharing ideas and supporting others within a diverse network leads to increased knowledge, inspiration, and success. We believe that by helping others to grow, when they "outgrow" us they will stay connected and give back to our WORK_SPACE family and the Manchester community. We believe all people deserve the right to benefit from the power of art to reflect and reimagine society.

How We Work:

In addition to our curated themed shows, we accept art submissions of various mediums and subjects on a rolling basis to be displayed throughout the building. We also work with local organizations and artists to collaborate on themed exhibits and advise on their art displays. To inquire about having your work displayed, please send an email with the subject "Art Inquiry" along with any questions and links to where we can view your work to: galleries@workspacemanchester.com.