

PREVOST ART GALLERY

Thank you, artist, for taking the time to work with us. We appreciate your efforts for the Prevost Art Gallery's gallery and marketing team members. Review this document entirely.

Works must be appropriately labeled with the artist's name, medium, title, and price. The price must reflect the current selling price of the artist's work and must be for sale. The Rice Museum will retain a 40% commission on all sales. All commissions will be paid during the exhibit at the end of each month. Artists will be allowed to replace pieces sold.

Two-dimensional entries must be appropriately framed and securely wired, ready to hang. No clip mountings or saw tooth hangers will be accepted.

Works may not exceed 39" in any direction, including frame, without permission from the Executive Director, Jim Fitch. Three-dimensional work must be assembled and ready for display, e.g., base, stand, case.

Identification forms (second page of this document) must be attached to the upper left corner of the back of the work – print, cut, fill in, and tape to the back of the artwork.

Membership: \$65.00 nonrefundable entry fee per artist. You will be a member of the Rice Museum and receive all perks related to that membership level for one year. Pay your membership at: ricemuseum.org/membership.

Works must be hand-delivered to the Rice Museum's Prevost Gallery, 633 Front Street, by the Artist or Artist's agent five calendar days before the exhibition's opening between 11:00 am and 4:00 pm. Pick up of Work: Entries must be picked up by the Artist or agent on an agreed date between 11:00 am and 4:00 pm.

Liability: All work will be given professional handling and care; however, the Rice Museum shall not be held responsible for damage or loss, including fire, theft or vandalism to works submitted. Artists accept all conditions outlined in this prospectus with entry.

Online Submission: Photography of artwork would be preferred without glass over your piece(s). The digital file will be used for marketing and social media. Fill in the form at: ricemuseum.org/art-submission.

IDENTIFICATION TAGS

ATTACH TO BACK UPPER LEFT CORNER OF WORK

Name _____

Address _____

City _____

State _____ Zip _____

Phone _____

Email _____

Title _____

Medium _____

Size: Height _____ Width _____

Price \$ _____

ATTACH TO BACK UPPER LEFT CORNER OF WORK

Name _____

Address _____

City _____

State _____ Zip _____

Phone _____

Email _____

Title _____

Medium _____

Size: Height _____ Width _____

Price \$ _____

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Address _____

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State _____ Zip _____

Phone _____

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Title _____

Medium _____

Size: Height _____ Width _____

Price \$ _____

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Phone _____

Email _____

Title _____

Medium _____

Size: Height _____ Width _____

Price \$ _____