

ThinkSmall9 Exhibition Prospectus

You are one of over 700 national and international artists invited to submit a work of art no more than 3 inches x 3 inches (x 3 inches if three-dimensional). If you participated in one or more of the past invitationals, we're glad to have you back again. If this is your first time, we're happy to have you join us for ThinkSmall9.

Exhibition Dates:

Friday, October 27 through Sunday, December 17th, 2017

Gala Preview Reception:

Thursday, October 26th, 2017 from 6 to 10pm

Each participating artist will be able to purchase two (2) tickets to the Gala Preview at the discounted price of \$15 each.

Exhibition Opening:

Friday, October 27rd, 2017 from 7 to 10pm

Due Dates for Submissions:

Work may be dropped off or delivered to the gallery from Saturday, October 7th through Monday, October 23rd during the gallery's regular hours, noon to 4pm. The gallery is closed on Mondays but will be open Monday, October 23rd for drop off from 10 am to 5pm.

There is parking on 4th St., Hull St. between East 3rd and East 4th, and on Decatur St. The Plant Zero parking lot is a pay lot and only free during Fourth Friday receptions.

Any work that is not delivered to artspace gallery by 5pm on Monday, October 23th is subject to exclusion from the exhibition. If special arrangements are needed for delivery or installation please e-mail Santa De Haven at santa53@hotmail.com or thinksmallart@gmail.com.

artspace cannot be held responsible for damage incurred during transit of your artwork to and from the gallery. All artwork submitted must be for sale. artspace actively encourages sales and will retain a 50% commission from work sold. All proceeds from sales benefit the gallery, a 501(c)3, non-profit.

Delivery Services:

We recommend UPS or Federal Express as the most reliable methods of delivery. Indicate afternoon delivery. The artist must pay all shipping costs, to and from artspace.

If you use the United States Postal Service do not ship in a method that requires a signature. Please provide a method of payment for return shipping.

Shipping address:

artspace, Zero East 4th Street, Richmond, VA 23224, USA

Return Dates:

Pick up of hand-delivered entries can be made 2-6pm Sunday, December 17, 2017, and 11am-6pm on Monday, December 18.

artspace will be closed from Tuesday, December 19th, 2017 through Monday January 15th, 2017.

artspace will be open Tuesdays and Wednesdays in January beginning January 16th, noon to 4pm. If you need to make special arrangements for pickup contact Santa De Haven at: santa53@hotmail.com.

Regular gallery hours will resume with our Fourth Friday opening on January 26th. Shipped work that is unsold will be returned by the same carrier, in the same container between January 8th and January 26th, 2016 if return shipping has been provided.

Insurance:

Your work is insured while on view at the gallery; however you may wish to insure your work during transit.

Sales: To encourage sales we request pricing your work under \$400. Please do not submit work priced lower than \$50. All work submitted must be "For Sale." This International Miniature Invitational Exhibition is a major effort to raise operating funds for artspace through sales of work. If you would like to donate a larger portion of your sales, please indicate this on the Artwork Submission Form.

Limited Liability:

artspace will not be held responsible for any works left at the gallery after Sunday, February 4, 2018.

Size Restrictions:

work must not exceed 3 inches (7.62 cm) in any dimension (height, width and depth). There is no minimum size. Work may be of any shape (rectangular, circular, etc.) and medium (painting, photography, sculpture, etc.)

Please read the following guidelines carefully:

One piece per artist. Two pieces may be submitted only if part of a series, and MUST be the same medium and subject matter. Frames or displays may not exceed 12 inches (30.48cm) in any dimension.

Two-dimensional works should be suitably framed and wired ready for hanging. Framing is not required if the work can be suitably exhibited such as work mounted on panel, metal, or Gatorfoam, or gallery wrapped canvases, for example. Only one 2-dimensional image is allowed for each frame and frames should not be modified so that they appear to be a part of the image.

When shipping framed work use only Plexiglas. No glass, please.

Artwork must remain in the gallery for the entire exhibit. Early withdrawals will not be considered.

Work submitted that exceeds the maximum dimensions or does not follow guidelines as indicated in this prospectus, may be excluded from the show at the discretion of the Curator. When your work is completed, please fill in two (2) Artwork Submission Forms. Attach one to the work submitted and attach one to the packaging. Mail or hand deliver your work to artspace gallery during the specified delivery periods.

Online Catalog:

To have an image of your work included in our online catalog, please upload a photo of your work with your Artwork Submission Form along with all requested information for your work

(title, medium, size and price). Please upload .jpg or .png, no larger than 2MB per file.

This Exhibition Prospectus and the Artwork Submission Form are also available at artspace gallery online at: artspacegallery.org/ts9

SHIPPING and CONTACT INFORMATION

artspace gallery Zero E. 4th Street
Richmond, Virginia 23224 USA
e-mail: thinksmallart@gmail.com
gallery phone number: (804)232-6464
Santa De Haven,
Committee Chair and Curator
santa53@hotmail.com

artspace is a non-profit gallery for the visual and performing arts promoting the understanding and awareness of contemporary art.