

Exhibit Rules and Regulations

In an effort to maintain professional gallery practices, Arts & Humanities Division implements the following rules and regulations for its juried exhibits.

We ask that Artists and Art makers read and adhere to the rules and regulations, as Arts & Humanities Division reserves the right to refuse submission to any Exhibit and will not accept artworks that do not comply to the stated rules and regulations.

Observing the following points ensures that your artwork will be exhibited in the best possible way.

We appreciate your support. ~ Jason Poudrier, Administrator

Originality and Prints

All entries must be original works and not previously shown in an Arts & Humanities Division exhibit.

Please be mindful of copyright infringements.

Copies and reproductions of original works of art, whether embellished or not, are not eligible for submission to exhibits. However, fine art prints such as photographs, lithographs, woodcuts, engravings, etchings, screen prints and digital works *are acceptable* if they are labeled as such and numbered as an edition.

Size

Maximum size for all artwork, is as follows:

Two- dimensional work, 2D, measurements are 48" in width and 48" in height .
Three dimensional work, 3D, measurements are 36" in circumference width 60" in height.

Two-Dimensional Art and Framing

All works on paper, including photographs, must be framed. Glass and Plexiglas must be clean inside and out, unscratched and intact.

Works on canvas must be framed or have gallery-wrapped, finished edges with no staples visible.

Frames must be in good condition, free of scratches and loose corners.

Mats must be clean and smoothly cut.

A hanging wire must be firmly attached to the back with screw-eyes or D-rings, and the wire not exceeding the top of the frame.

2-D pieces with saw tooth hangers will **not** be accepted.
Dust covers or other backing material must be clean and intact.

Artwork must be completely dry at time of submission.

Three-Dimensional Art

Arts & Humanities Division provides pedestals. However, the artist must provide any necessary pedestals or equipment for special display. Please contact Jason Poudrier with any questions: jason.poudrier@lawtonok.gov

Sculptures must be stable on a pedestal to withstand any accidental jostling while on display.

Withdrawal

Work accepted for an exhibition may not be substituted, nor will any artwork be withdrawn during any exhibition, in any circumstance.

Review and Inclusion in Exhibition

All Entries will be reviewed at the time of submission to ensure adherence to the artwork condition rules and regulations of the exhibit.

Inclusion / Exclusion in the exhibit is at the sole discretion of the Juror (not connected with Arts & Humanities Division and is non-negotiable). The Director of Artworks reviews artwork for adherence to Arts & Humanities Division rules and regulations only and reserves the right to refuse submission based on the terms stated within.

The number of pieces included in the exhibit will depend upon the space available and the size of the artworks selected. On average, this will be between 20 and 30 pieces.

Arts & Humanities Division reserves the right to turn away any submissions that it deems inappropriate for our younger viewers or offensive in subject matter.

Works with overtly pornographic, discriminatory or violent messages may be barred from submission per the Arts & Humanities Division, Administrator.

Statement of Responsibility

All entries are left at the owner's risk— Arts & Humanities Division is not responsible for any loss or damage to submitted artwork by any means whatsoever.

Arts & Humanities Division employees, staff, and volunteers will take all necessary precaution in handling artwork.

Pick-Up of Artwork

Artwork must be picked up on the specified days listed on the Call for Art. There is a one-week grace period for late pick-up. Anyone who has not picked up their work after the specified pick-up day is subject to an assessed a storage fee.

Artwork that has not been picked up after 30 Days of the Exhibition Closure, becomes the property of Arts & Humanities Division.

Miscellaneous

The Administrator of Arts & Humanities Division must review and approve in advance, any unconventional methods of display or hanging presentation.

Once an accepted piece of artwork is installed in a show, no requests for moving any art pieces, or to change the location of any art pieces, will be considered or accepted.

Placement and position of art in any Exhibit is up to the discretion of the Administrator and Staff of Arts & Humanities Division to place and to hang artwork. If there are requests and directions, in regard to any piece of art entered to an Exhibition, please supply and furnish those requests upon the art submission and delivery.