

Guidelines for Exhibition

Calendar. The Jung Educational Center's building was originally designed as a gallery. It mounts approximately nine exhibitions open to the general public each year.

Eligibility. Artists are chosen by the Art committee in May of each year. Entries should be submitted between January and April 30th of each year for inclusion in the next calendar year. Artists must have a body of recent work large enough to fill the gallery (see gallery diagram attached). Retrospectives are allowed at the discretion of the Art Committee.

Specifications. There are no specific size or height limitations for sculpture and paintings. See the following page for details of dimensions of gallery space. Additionally, three large windows are available for works of art (as the windows are c. 4' x 5', one need not fill the entire space). The artist may wish to include a sign advertising the larger collection within.

Entries.

Your application should include:

- Complete Contact Information required – Name, address, phone numbers and email address.
- 10 entries may be submitted on non returnable CD (at least 72 dpi JPEG, GIF, or TIFF files; 300 dpi preferred, and will be requested if your submission is accepted). Please include size and type of work (acrylic, oil, photograph, etc.) and their prices.
- The artist must include an artist's statement of no more than 300 words, and a bio. He may also include a list of shows, awards and collections if he/she has that information.

Mail entries to: *Art and Exhibitions Committee*, The Jung Center, 5200 Montrose Blvd., Houston, TX 77006.

CDs included in proposals will not be returned. Artwork presented for display must be substantially similar in content or subject matter to the work previously provided to the Exhibitions Committee for evaluation.

The Jung Center or its insurance carrier assume no liability to artist or third party for any harm, destruction, theft, or mutilation to the artwork. Your artwork is exhibited at The Jung Center at your own risk.

Accepted Entries. Accepted work will be scheduled for exhibition by the exhibitions committee, and the artist will be notified of acceptance and the proposed month of exhibition. Artist contracts will be mailed in September and should be signed and returned promptly to guarantee favorable exhibition, installation, and reception dates and times. If you have any questions regarding your exhibit you may contact The Jung Center Administrator, Andrea McLemore, at 713.524.8253 x14 or amclemore@junghouston.org

THE EXHIBITIONS COMMITTEE AND JUNG CENTER'S ADMINISTRATION RESERVE THE RIGHT TO REJECT ANY WORK MISREPRESENTED OR UNSUITABLY PRESENTED.

Installation. The artist is fully responsible for transporting artwork to/from the Center. Each artist is responsible for the installation of his/her own show. The Center will provide hooks for hanging all art pieces. No wall-installed nails, screws, or hooks may be used for art installation. All information about the work (including price, description, etc.) should be compiled on sheets of paper and made available in the gallery for patrons. Also, you may place a title card (with or without additional information, such as price) on the wall next to the work. All works must be picked up at the agreed-upon time. The Center is unable to store any artwork, so the work must not be on the premises more than one day before and one day after your designated exhibition dates.

Donation. While The Jung Center provides free space to support the arts, we are a non-profit educational institution and are grateful for donations from the public. Traditionally, artists donate 20% of their sales to The Center.

Checklist: Media Biography SASE Artist's statement

