

MULTNOMAH ARTS CENTER GALLERY

PROCEDURES FOR SUBMISSION OF ARTWORK

REQUIREMENTS

- The artist must be a resident of Oregon, or Washington in the immediate vicinity of Portland.
- Artwork must be original work and hand-made by the artist. See Acceptable Media list for details. Giclées, commercial reproductions, commercial molds, or the like are not accepted.

SUBMISSION GUIDELINES

For digital submissions, please follow the instructions below exactly. If you have any questions about the format of your submission, please call or email Gallery Specialist, Jaye Campbell: jaye.campbell@portlandoregon.gov

INCLUDE THE FOLLOWING

- **Résumé and Bio**—A current résumé and one page biography.
- **Brief Artist Statement**—An artist statement that discusses your connection to the places, community, people or ideas in your work.
- **Documentation of Work**—Include examples of your most recent work or work that relates most closely to the work you expect to show. All images must be in JPEG format (.jpg or .jpeg), and sized to 1024 pixels (14.222 inches at 72dpi) on the longest side. **The image file should be named as follows:** artist's last name, first initial, underscore, number on the image (example: smithp_1.jpg). **Solo artists:** submit 10 images. **Group shows:** submit up to 20 images representing the participating artists and bio/résumé per artist.
- **Artists Working in New Modes or Genres** (performance art, conceptual art or other forms which require non-traditional use of exhibit space/time) should submit documentation which relates to the nature of their work and may include a combination of a CD of .jpg images, DVD, audio CD and/or manuscript. These should be accompanied by written material clearly explaining the artist's intention.
- **An Image List**—Image list must include the artist's name and contact information at the top of the page; then list the title, media, dimensions, price, and year made. The number of each entry on this list should correspond correctly used in the .jpg file name.
- **Images in a PDF format or images in a zip file will NOT be reviewed by the jury.**
- **Email your submission to jaye.campbell@portlandoregon.gov including all above materials.**
- **Hand delivering or sending via regular mail**—Save .jpg files on a CD; image list and résumé as PDFs or Word documents on the CD. Label the disk with your name, MAC Gallery Submissions and the year. Place everything in an appropriate envelope and send via regular mail or hand deliver to the address below. Include a self-addressed envelope for return of documentation materials.

SUBMISSION DEADLINE—9 pm, September 1, 2017—Ensure your mailed proposals are delivered by the deadline date, postmarks will not be checked.

MAC has moved to a once-a-year jurying to determine the following calendar year of exhibits. The exhibition Committee will review all applications in September and determine which artists shall be accepted to exhibit in the gallery. The jury's decisions are based on a variety of criteria including artistic excellence, content, craftsmanship, professionalism, marketability and educational value.

For additional information please email Gallery Specialist: jaye.campbell@portlandoregon.gov

MULTNOMAH ARTS CENTER

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