

## CAC Exhibit Guidelines

The Columbus Arts Council has two gallery spaces where artists can exhibit their work.

Please read the descriptions below to understand how we use our galleries.

### Main Gallery Space

- For professional artists that have 30 – 100 pieces of artwork and have shown in galleries before.

### Artist Alley Space

- For emerging artists from the community, student artwork, and local children's organizations.
- Professional artists who do not have enough artwork to showcase in the main gallery space.

### GUIDELINES:

- All work presented must be original.
- All work must have finished edges or be framed, with a hanging wire or saw tooth hanger.
- Artists must be present to help hang their show. Volunteers will be present to help.
- If you are applying for a group show, submit one combined application.
- Each show is hung for approximately one month.
- Incomplete or incorrect submissions will not be considered.
- Once an artist is accepted and a show is scheduled, a gallery reception will be scheduled, usually on the 1<sup>st</sup> Thursday of the month.
- Artists must provide a short (one paragraph) biography about themselves.
- Artists must provide a short (one paragraph) artist statement about their artwork.
- Artists must provide a pictorial inventory list prior to hanging the show.
- There will be a 70/30 sales split from artwork sold. Artist will receive 70% of sales, after sales tax and CAC will receive 30% commission.
- After an exhibit is taken down, for any artwork sold, please allow 30 days for artist payment.
- Unsold artwork must be picked up within five business days of end of show.

### Artist Application

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Date \_\_\_\_\_

Description of Artwork	
Painting <input type="radio"/> Oil <input type="radio"/> Acrylic <input type="radio"/> Watercolor <input type="radio"/> Mixed Media	Graphics <input type="radio"/> Drawing <input type="radio"/> Calligraphy <input type="radio"/> Printmaking <input type="radio"/> Photography
Sculpture <input type="radio"/> Metal <input type="radio"/> Wood <input type="radio"/> Glass <input type="radio"/> Other	Traditional Crafts <input type="radio"/> Woodworking <input type="radio"/> Furniture <input type="radio"/> Fiber/Fabric <input type="radio"/> Decorative Art
Jewelry	Clay/Ceramic
Other (explain)	

Please send **five** images by email or by CD/DVD/USB in high resolution .jpg format, 1 MB maximum per image. You may also send photographs, size 5" x 7". All images must be labeled with the artist's name, phone number, and email address.

Send digital images by email with "Your Name, Exhibition Application Images" in the Subject line to: columbus.ms.arts@gmail.com. Also, attach a photo image of this page of this Application.

Send CD/DVD/USB, or photographs in an envelope with this paper Application to:  
Columbus Arts Council  
P.O. Box 869  
Columbus, MS 39703

Applications will be reviewed by the CAC Gallery Committee. The Committee consists of members of the local art community and meets about four times a year. Once a decision has been made, you will be notified via email along with detailed information regarding your show.

*Please allow 60-90 days from the date of application for notification.*