2014 ENTRY FORM

Name		
 Address		
City, State, Zip		
Home Phone	Office Phone	Cell Phone
E-mail Address		
☐ Please return m	y CD . (SASE must be of adequate size, with	sufficient postage
01		
Title of Work		
 Medium		
Completion Date	Dimensions (unframed, in feet/inches)	Price
Title of Work		
Medium		
Completion Date	Dimensions (unframed, in feet/inches)	Price
Title of Work		
 Medium		
Completion Date	Dimensions (unframed, in feet/inches)	Price
	than three works of art, please enclose a dinformation for the additional pieces.	continuation sheet
Entry Fee Payment	Method: ☐ Check ☐ MasterCard ☐	Visa Discover
Credit Card #		
Expiration Date:	Security Code:	
Cardholder Signatur	re	
Juror are final and, I Also, I do hereby dis	e decisions of the Gertrude Herbert Institute of if accepted, agree to abide by the event's ru charge GHIA of and from all manner of acti while participating in the 2014 Juried Fine An	ules and regulation ions, suits, damage
 Signature		Date
	Mail completed entry package to:	

Gertrude Herbert Institute of Art 506 Telfair Street Augusta, GA 30901-2310

ELIGIBILITY

The 2014 juried fine art competition is open to all US artists age 18 and older. All works must be original, not previously exhibited at the Gertrude Herbert Institute of Art, and completed on or after June 1, 2012. Work that predates this cut-off date will not be considered. Entries in the following media will be accepted: painting, drawing, mixed media, printmaking, ceramics, sculpture, and photography. Film and video pieces are ineligible. Entries are not judged in media categories.

Two-dimensional work must not exceed three feet in width or seven feet in height, and must be received ready for exhibition with appropriate hanging hardware in place. Works on paper must be framed and under Plexiglas (no glass, please). We are unable to accept work that requires suspension from the ceiling. Three-dimensional work must not exceed seven feet in any direction or weigh more than 150 pounds. Installations must conform to the space guidelines for three-dimensional artwork. The Institute's exhibition committee will serve as the final authority on eligibility.

ENTRY PROCEDURE

A nonrefundable fee of \$30 enables each artist to enter up to three works; additional works may be submitted at a cost of \$5 each. Please submit one digital image per work; one additional detail image will be accepted for three-dimensional works. Complete the entry form portion of this prospectus and return along with the required entry fee (checks, MasterCard, Visa and Discover accepted). Please also include a self-addressed stamped envelope for mailing of the notification letter. If you also wish your entry CD returned, the return envelope must be of adequate size and bear sufficient postage to accommodate your materials.

ENTRY FORMAT

Entries must be submitted as digital files burned to a CD, and should conform to the guidelines noted below.

- Image files must be submitted on a CD-R or CD-RW along with a hard copy of the entry form; no e-mail entries will be accepted. Please do not submit slides, DVDs, or photographic prints.
- Each image file must be in JPEG format and should not exceed 300 dpi or 3 MB in size.
- Name each file as follows: EntryNumber.Title, e.g., 01.Apples, 02.Pears, 03.Bananas. Please do not use the following special characters in your file names: /?<>\:* | "
- Please ensure that all images are correctly oriented.
- Include a reference sheet with thumbnails of the images that are on your CD. Beside each thumbnail, note the artist's name, title, and entry number as indicated on the entry form.
- Label the CD with your name and telephone number.

ENTRY DEADLINE

Your complete entry package must be postmarked or handdelivered by **May 30, 2014** in order to be accepted. Entries should be sent to:

> Gertrude Herbert Institute of Art 2014 Juried Fine Art Competition 506 Telfair Street Augusta, GA 30901-2310

DELIVERY AND RETURN OF WORK

All work accepted for exhibition must be delivered by hand or carrier no later than 5 p.m. on Friday, August 29, 2014. All artwork is to be picked up or will be shipped back October 20–24, 2014. Artists are responsible for the cost of initial delivery and return shipment. GHIA is open for deliveries and pick-ups during its normal business hours (Monday–Friday, 9:00 a.m. — 5 p.m., Saturday by advance appointment).

LIABILITY AND INSURANCE

The Gertrude Herbert Institute of Art will provide insurance coverage for artwork while on its premises for exhibition purposes. Insurance coverage for artwork while in transit to and from GHIA is the responsibility of the artist.

SALES

Sales will be encouraged, and all works are assumed to be available for purchase unless designated "Not For Sale" (NFS). A 35% gallery commission will be charged on sales of all exhibited artwork.

CHECKLIST

Completed entry form

Please make sure that your application includes all required components:

(\$30 for up to 3 works; \$5 per each additional work)	
CD with images of work created on or after June 1, 2012 (See the entry guidelines for format information.)	
Reference sheet for the images that are on your CD	
Self-addressed stamped envelope for notification letter If you would like your CD returned as well, please check the appropriate box on your entry form, and be sure that your envelope is of adequate size and bears sufficient	

INOUIRIES

For further information or assistance, please contact us at:

postage to accommodate your materials.

GERTRUDE HERBERT INSTITUTE OF ART

506 Telfair Street · Augusta, GA 30901-2310 Phone 706.722.5495 · Fax 706.722.3670 E-mail ghia@ghia.org