



## **SARATOGA ARTS' JURIED EXHIBITIONS GENERAL INFORMATION:**

Every year Saratoga Arts sends out an Open Call to all artists across the Capital Region. This is open to both Members of Saratoga Arts as well as non-members and gives all artists the opportunity to showcase their work in a professional setting. Entries are collected by Saratoga Arts and a jury of arts professionals from the area is put together to review all submissions and create five exhibitions per year, featuring four artists each.

### **GUIDELINES:**

#### Applying:

1. Applications are accepted through our Open Call that goes live every Spring, remains open for the Summer, and closes in the Fall.
2. Artists must reside in one of the 11 counties of the Capital Region (Albany, Saratoga, Rensselaer, Schoharie, Schenectady, Warren, Columbia, Washington, Greene, Montgomery, and Fulton counties) to be eligible to apply. If you live in more than one location, please provide your Capital Region address.
3. All work submitted must be representative of a cohesive body of work that you plan on exhibiting. However, if you are accepted for an exhibition, you are not required to show all of the work you applied with.

#### Exhibition Materials:

1. All artists are responsible for submitting images of all the work they plan on exhibiting, an image list detailing the caption information for each piece, and an artist statement of 250 words or less.

2. Images: Must be jpeg files, and all named ArtistLastName\_FirstName\_#.
3. The image list should correspond to the jpeg file names, and list the title, year of completion, medium, dimensions, and price for each piece.
4. The artist statement can take any form the artist wishes and will be shown alongside the artists artwork in the gallery.

#### Drop off and Installation:

1. All artworks should be dropped on previously decided upon drop off dates, communicated by Saratoga Arts.
2. All works should arrive framed/ready to hang. Ready to hang can be determined between the artist and Saratoga Arts, if you prefer your work to be unframed.
3. Artists may not install their own artwork unless the installation is an integral part of the artistic process. Any special installation requests or instructions must be communicated to Saratoga Arts in advance.
4. All curating and installation are completed by Saratoga Arts staff.

#### Promotion and Marketing:

1. Saratoga Arts is responsible for creating all checklists, press releases, and social media for the exhibition.
2. If artists would like to do their own promotion, they must use Saratoga Arts' name and logo, pending Saratoga Art's approval.
3. All promotions should signify that these exhibitions are juried, four-person group shows, and include all the artists' names who are exhibiting.

#### Buying and Selling:

- **All artworks must be for sale.** All sales are processed through Saratoga Arts, who retains a 40% commission.
- All artworks must remain in the exhibition for the duration of the show, regardless of the time of purchase.
- Saratoga Arts will coordinate pick-up or shipment of all sold artworks.
- Saratoga Arts will create a checklist for each exhibition which includes images of the work, caption info and prices, the artists' statement, and instructions for how to purchase artwork.

#### Contracts:

- Exhibiting artist contracts and insurance waivers must be signed and sent back to Saratoga Arts, **ASAP** upon receiving confirmation of your exhibition. This submission saves your spot in our calendar.
- Saratoga Arts is not responsible for damage, loss, or theft of artwork on display. Exhibiting artists must sign a waiver in recognition of this policy.
- By signing the Exhibiting Artist contract, you signify that you have read and understood all guidelines both pertaining to the Art in Public Places program itself as well as specific venue guidelines.
- Saratoga Arts maintains the right to change exhibition dates and to postpone or cancel exhibitions. In this instance, artists will be notified immediately.

**NOTE:** Artists in violation of contract will be removed from eligibility for exhibitions at Saratoga Arts.

**Questions?** Call (518) 584-4132 or email [exhibitions@saratoga-arts.org](mailto:exhibitions@saratoga-arts.org)

## **FREQUENTLY ASKED QUESTIONS:**

Applying:

**What are the requirements of applying to the Open Call?** You must be a resident of one of the 11 counties of the Capital Region of New York State.

**How are artists selected for Juried Exhibitions?** Saratoga Arts tasks a panel of jurors, made up of regional arts professionals, who will select 20 artists and divide them up into five exhibitions.

**Does my work have to be appropriate for all audiences?** While Saratoga Arts does not wish to censor any artists' vision, we maintain the right to deem some artworks as inappropriate through an open dialogue with each artist. If you receive an exhibition through our jury but feel your work may be NSFW (Not Safe for Work), please reach out to Saratoga Arts.

Installation/Deinstallation:

**How many pieces of art can I exhibit?** Each artist should plan to exhibit as much of a body of work as they wish. Through the curation process, works will most likely be removed due to space constraints so it's always better to start with too much vs. too little.

**How do I know when to drop off or pick up my work?** Upon receiving confirmation of your exhibition, each artist will receive a contract detailing all the important dates for the exhibition including exhibition dates, date of opening, and pick-up/drop-off dates.

**What if my work is unframed, can I still drop it off?** Works being ready to hang, may differ for each artist. While it is up to the artist how they would like their work displayed, inquiries about what ready to hang means should be directed to Saratoga Arts.

Buying and Selling:

**How should I price my artwork?** Artwork prices are entirely up to the artist. Take into consideration that Saratoga Arts retains a **40%** commission.

**What happens if there is a sale?** All sales are facilitated through Saratoga Arts who will reach out to the purchaser and provide the artist with a check in the mail.

Miscellaneous:

**Is there an opening reception?** Yes, every Juried Exhibition has an opening reception that takes place at the end of the installation week.

**Is insurance provided?** Saratoga Arts does not hold insurance on the artwork exhibited. Each artist must sign an Insurance Waiver prior to participating and would have to provide insurance themselves if desired.