



Mattawoman Creek Art Center
APPLICATION FOR A SHOW IN THE MEMBERS' GALLERY



Mattawoman Creek Art Center (MCAC) is seeking MCAC-member artists to exhibit their two-dimensional artwork in the Members' Gallery. Each Members' Gallery Show will feature one artist, will be nine weeks long, and will be overseen by a chairperson from the Artists Advisory Committee (AAC). Application is open to current members of MCAC and family members of deceased former MCAC members who wish to have a memorial show.

This gallery space consists of the walls in the living room - dining room – docent desk area of the building. The space offered can hold approximately 12 to 24 pieces of artwork 24 inches or smaller. It is not appropriate for larger pieces or three-dimensional artwork other than possibly a few small items.

The show will be promoted by MCAC via the MCAC website and social media. Advertising via postcards and a reception are not included but can be arranged for on a case-by-case basis at the artist's expense.

Artists are required to be present when artwork is delivered, hung, and retrieved after the show. The show chairperson or a designee will be present. The artist will be responsible for hanging their artwork. For those needing assistance in hanging, that can be pre-arranged.

Artwork that sells can be taken by the buyer immediately (cash and carry), and the artist may replace it with another piece of artwork. Artwork that is not promptly retrieved after the show becomes the property of MCAC unless prior arrangements have been made with the show chair.

Please consider taking advantage of this opportunity to display your own artwork in the Members' Gallery. We are now accepting applications for the coming two years.

APPLICATION PROCESS: To complete the application process, please provide the following in electronic format:

1. The attached application with the full name of the artist, and his or her email address, phone number, and mailing address.
2. 4 jpeg images representative of the artist's work.
3. A short biography and artist's statement plus a photograph of the artist (jpg image) are not required, but if provided, will be used to promote the show.

The above-listed files may be submitted electronically via email, or alternatively, be placed on a thumb drive in an envelope addressed to "MCAC- Attn. AAC" and mailed to the MCAC post office box address, or hand-delivered to MCAC during business hours, Friday through Sunday from 11:00 a.m. to 4:00 p.m. The preferred format for the written documents is MS Word. Adobe Acrobat (pdf) format is acceptable, but not preferred.

Contact MCAC at MattawomanArt@aol.com or by phone at 301-743-5159 with any questions. By phone, talk directly with the office manager if she is there, or leave a message for her to call you.

SUBMISSION: Applications are reviewed in the order received. Once received, the application, along with the required images and documents, are reviewed at the next month's meeting of the Artists Advisory Committee. The applicant is informed of the AAC's decision within two weeks of that meeting.

FEES: The gallery fee for a Members' Gallery Show is \$60, with a non-refundable portion of \$20 due at contract signing. MCAC reserves the right to change these fees prior to contract signing. MCAC retains 25% of the proceeds from sales of any artwork from the show.

CONTRACT: For any application that is accepted, a contract will be sent to the applicant. The contract must be signed and returned to MCAC, along with the non-refundable portion of the fee within 30 days. The remaining fee must be paid at least 60 days prior to the exhibition's opening date.



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Name of Artist:

Name:

Title of Show (Optional):

Title:

Description of Show: Explain in terms of media, style, and subject matter what will be displayed.

Show Description:

Contact Information: The artist or representative who will sign the contract. PLEASE PRINT LEGIBLY.

Name:		
Email Address:		
Home Phone:	Cell Phone:	
Street Address:		
City:	State:	Zip:

Preferences: Indicate the year you want to show. Check the season you want or "No preference".

Year:	Spring <input type="checkbox"/>	Summer: <input type="checkbox"/>	Fall: <input type="checkbox"/>	No preference: <input type="checkbox"/>
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Submission:

Submit this application electronically to: MattawomanArt@aol.com. Please use "Member Show-name" as the Subject of your email, where "name" is your last name.

Submit this application by postal mail to: MCAC – Attn. AAC, P.O. Box 258, Marbury, MD 20658

For questions, contact the MCAC office manager by email at MattawomanArt@aol.com or by phone at 301-743-5159.