

Monson Arts Council – Spring Art Exhibition & Sale

GENERAL REQUIREMENTS FOR ARTWORK: HANGING GUIDELINES

- Work may not exceed 48" high x 72" wide.
Multi-dimensional entries should have an L+W+D of less than 130"
(e.g. 36x36x58 or 24x16x90)
- Artwork must be framed and wired for hanging. No frames w/o wire attached; no alligator clips. Work improperly framed or wired, or otherwise not displayable may be declined. **We have no facilities to rewire your artwork if it is unsuitable.**
- All visible portions of the work must be in a finished condition.
- Work on canvas must either be in a finished frame or the edge must be finished with at least paint. This includes all art - wall hung, free standing, etc.
- Frames must be constructed in a solid fashion. The hanging wire must attach at multiple points preferably on each side at back of work. Stranded wire is preferred, drawn tight strung so it adapts with our hanging system.
- Triptych and multi-section artwork should come with succinct directions for hanging. These works should be test hung by you to work out any kinks that might prevail with its hanging.
- Sculpture or mixed media must also be ready to hang or to exhibit safely. You may provide a stand suitable for your work.
If you provide a pedestal and or frame for your piece, the pedestal/frame is considered part of the work and will be included in the judging of the piece. You may sell your pedestal with the work if this is clearly marked in your entry form. Sculpture may also be submitted without pedestals. We will provide pedestals. If the presentation of your work is unusual and/or difficult, we may request that you come in to assist us.

PREPARING AND SUBMITTING DIGITAL IMAGES.

Jurors will view your Digital entries as submitted on a normal 'landscape orientated' screen.

Images with widths much smaller than the height, and very wide images inevitably get scaled to fit on the screen. (Try looking at you image on your own screen). Images with ratios over 2:1 or 1:4 (H:W) may submit one additional 'detail' image.

- JPG format
- RGB color space
- Minimum 1920 pixels on the longest side.
- Maximum file size per image: 6Mb
- Submit in proper viewing orientation.
- Multi-dimensional work may be represented by up to 3 images per piece.
- Don't forget to remove watermarks and signatures

Name your images so that we can easily identify them against the title you have selected for the piece.

We suggest: **YourLastName_Title**

(e.g. *monet_haystack27.jpg*).

For Multi-dim. entries with more than one jpg per item, identify them by *_a, _b, _c*:

(e.g. *Rodin_The_Thinker_a.jpg, Rodin_The_Thinker_b.jpg.*)

Please use only characters A-Z, a-z, 0-9, dash (-), underscore (_) and 'space' ().

The Online Entry form provides a File Drop feature. Alternatively, or if submitting a paper form, Email files to artshows@monsonartscouncil.org with a Subject line of: **MAC Art Exhibition - JPG files - <your name here>**

For those not used to submitting digitally, here are some tips:

- Photograph the artwork before it is under glass.
 - It is almost impossible to avoid reflections.
- Light the artwork uniformly.
- Pay particular attention to focus and camera shake.
 - Use a tripod if you have one, or at least rest the camera on something sturdy while taking the picture.
 - Consider using the self-timer (delayed shutter). The act of pressing a release button can cause camera-shake.
- Point the camera lens at the very center of the artwork and make sure the artwork is perpendicular to the camera.
This will help eliminate common distortions.

- Cell phone camera lenses are generally not in the center of the phone body. Make sure the lens is centered on the artwork.
- Use the edge of your artwork/frame and the edge of the camera image to check alignment.
- Don't stand too close to the artwork. This can increase distortion. Stand a little back and zoom in as needed.
- Crop the image to the artwork or the frame, as you prefer. (If you have the tools to do so).
 - Check the image size (in pixels). 1920px (or close) is acceptable.
- View your jpg files on your own screen (full screen) and decide whether it is acceptable. Check the focus. There is not much that can be done to fix an out of focus image. If the image is not to your satisfaction, take another. ***Jurors will view your images as submitted.***

Various image processing software packages have features to make suitable adjustments to overcome some of the above issues.

Emailing your files:

Some e-mail systems have settings that reduce the size of embedded images. Make sure the images are sent 'Actual size'.

Macintosh e-mail users: While composing the message, check the ***Images Size*** drop-down, and select ***Actual Size***.