



## EAA on Santa Fe 2016

March 4 – March 25, 2016

The Evergreen Artists Association  
2016 Spring Member Show  
at the **BitFactory Gallery**  
in Denver's Arts District on Santa Fe  
851 Santa Fe Dr., Denver, CO

Dear EAA members,

We know that we have incredible artists in our association and we want to show off our community of artists in the Denver art scene. In collaboration between our two arts districts, we have planned to have our next EAA member show at the BitFactory Gallery on Santa Fe Drive. It's a beautiful new gallery and we are excited to be able to use this space. We want you to enter your BEST artwork to show off how great our artists are. We are not putting year requirements on the art in this show, or whether you have exhibited your work in our shows before. We just want your absolute most amazing work for this event! Our goal is to make them notice us and make lots of sales. Our most important thing for you to remember, especially 2D art, is presentation. If you want help with choosing which artwork or presentation, we can provide this. Just ask! We will schedule a Q&A and review night at Main Street gallery as well.

Our show will be listed on the newsletter sent out by the Denver Arts District on Santa Fe. We will advertise through Social Media, and place some strategic ads. Posters and postcards will be created as well.

### **First Friday**

March 4, 2016

5-10 p.m.

Opening night, but no food or drink

### **Third Friday**

March 18, 2016

5-8 p.m.

Artist Reception, Awards and Collectors  
Night

Food and Beverages will be served this night.

Awards Announced on March 18, Third Friday

Best of Show: \$100

Four Awards of Excellence: \$50 each

2D artwork, Photography, 3D, and Jewelry

**ONLINE ENTRY DEADLINE:**  
**Wednesday, February 17, 11:59 p.m.**

For EAA members only (You are welcome to join now, if you are not a current member.)

\$35 entry fee for up to three pieces of artwork

**Checklist of 3 Steps to apply with direct Internet links – Deadline February 17.**

1. Pay your \$35 artist entry fee on the EAA's website to register you: [Artist Entry Fee Payment](#)

(Checks are also accepted. Must be received by February 17.

Please mail to: EAA, PO Box 1511, Evergreen, CO 80437)

2. Enter your artwork info (name, prices, etc. for wall tags) here [Artwork Information](#)

3. Email your images here: [digitaljury@evergreenartists.org](mailto:digitaljury@evergreenartists.org) (Please follow file naming instructions on this prospectus)

Questions or help by emailing here: [membershow@evergreenartists.org](mailto:membershow@evergreenartists.org)

Not a member? Sign up here first: [EAA Membership Application](#)

**IMPORTANT DATES**

February 17, Wednesday	11:59 p.m. — Online Entry Deadline
February 19, Friday	Acceptance of artwork Notification – by email
February 28, Sunday	12 - 3 pm — Art delivery to BitFactory Gallery.
February 29, Monday	11 a.m. - 3 p.m. – Art delivery to BitFactory Gallery.
March 1-3, Tues – Thurs:	BitFactory will hang and display artwork in the gallery
March 4, Friday	5 - 10 p.m. — First Friday Art Walk
March 18, Friday	5 - 8 p.m. — Third Friday Collector's Night and our Artist Reception
March 26, Saturday	11 a.m. – 2 p.m. – Pick up unsold artwork
March 27, Easter Sunday	Gallery closed.
March 28, Monday	11 a.m. - 3 p.m. Pick up unsold artwork.

**CATEGORIES**

Artwork in the following fine art categories:

Acrylic, oil, watercolor, pastel, hand-pulled prints, mixed media, glass, fiber, clay, sculpture, jewelry, graphics, woodworking, and photography/digital work will be accepted.

## SALES & COMMISSIONS

All artwork must be for sale. Work sold during the exhibition is subject to 40% commission. Please price your artwork accordingly! Your artwork must remain on display for the duration of the show. EAA will not be liable for loss or damage of any work submitted for this exhibition. Please insure your own work.

Commissions on sales will be paid by May 5, 2016. A check will be sent by mail to you through EAA's online payment account.

## GUIDELINES

- **Membership:** You must be a current member of the Evergreen Artists Association. New members are welcome to join.
- **For Sale:** All artwork **MUST** be for sale. We will not display any artwork that is not for sale.
- **Size:** Please limit the size of 2D work to no more than 40" on the longest side **AFTER** framing. Artwork will not be accepted if larger than 40". A measuring tape will be there to check at drop off. Don't waste a trip to the gallery if your piece is larger than this.
- **Label your work:** Entries must have labels on the artwork. Name, title, price and contact info.
- **Picture Wire:** Use professional picture wire only please that falls at least 2 inches from top of frame. Please do not have it less than two inches from the top, as the hanger will show. The gallery hosting our event has a specialty hanging system. Neither saw tooth hangers nor special hanging accessories will be accepted.
  
- **Please frame properly:** The EAA has a right not to accept artwork that is not framed professionally or properly. Yes, the EAA does have high standards on presentation and expects our members to represent our organization very well. Simple and easy framing is fine, however, scratched or dented frames, dust or hair under glass, torn or dirty mats are not acceptable. Jewelry or floral wire on frames are not accepted. The back of your artwork should also be neat. If someone buys your piece for a gift, they should feel good about the whole presentation.
  
- **Original fine art pieces only accepted.** Reproduction prints of paintings, kits, mass-produced goods, imports, or t-shirts will not be accepted.
  
- **Bin Art/extra pieces:** Each accepted Artist is welcome to bring extra pieces for sale: Please have each piece labeled with your name, title, contact info and price. We do not do this part for you.  
  
2D —5 extra bin art pieces (prints, matted artwork), not to exceed 24" in either direction. Must be shrink-wrapped or in a clear bag. Must be clean and very presentable. Canvases will not be accepted for the bins.  
3D — 5 extra pieces  
Jewelry — 10 extra pieces (if you have display stands, please bring to the BitFactory)
  
- **Accepted Artwork:** All members will have at least one piece accepted. Please understand that this is a juried event. The number of your pieces accepted will depend on the quality of artwork shown in the jpg file, sizes of artwork, and total number of artists applying and how many pieces will fit in the gallery. If your piece is selected for the show, but is not of presentation quality when seen in person, the EAA member show committee has the right to not display the piece.

Jurying will be done all online, with digital files. You will receive an email notification about the acceptance of your artwork. You will *not* need to bring in your artwork for jurying as in the past. (If you need help with digital files, we can help over the phone or set up a time at the Main Street Fine Art gallery to help you. Please email [digitaljury@evergreenartists.org](mailto:digitaljury@evergreenartists.org) by February 1 to set up a time for assistance, if necessary.

## DIGITAL FILES FOR JURY

Email 1 digital file per email for each piece you are entering to [digitaljury@evergreenartists.org](mailto:digitaljury@evergreenartists.org)

We ask that you send each image as a separate email message to be sure it will go through and not be too large.

Digital files must be:

- \* JPG format
- \* At least 1200 pixels on the long side
- \* Each file less than 8MB each
- \* File names of your jpegs need to be named specifically as written below:

### **Jpeg FILE NAMING FOR SUBMISSION – PLEASE NAME YOUR FILES CORRECTLY BEFORE EMAILING!**

*Please note: You will be asked to rename your electronic files if not named correctly when emailed. This step is very important for us to identify your artwork with your name and for our electronic inventory.*

Jpeg file names must use the first 3 letters of your last name, followed by the first initial of your first name then dash (-) and a serial item number. For example, Joe Ward would use file naming such as:

WARJ-001.jpg

WARJ-002.jpg

WARJ-003.jpg

## ARTISTS STATEMENTS

Please email a one-page artist statement [digitaljury@evergreenartists.org](mailto:digitaljury@evergreenartists.org) Feel free to add images, list your website, contact info and any galleries that represent you. Please name the file with your name, such as:  
MikeJones\_statement.docx

## FOOD AND BEVERAGES

We ask that each participating artist will provide either a beverage or non-perishable food for the artist reception on March 18 – please mark what you will be providing on our ONLINE entry form. You can drop it off with the artwork. Please keep it non-perishable (wine, beer, nuts, crackers ... Trader Joe's has a very nice selection if you ever go by there.)

## ***This is for your records:***

### **EAA 2016 Spring Member Show — EAA on Santa Fe**

BitFactory Gallery 851 Santa Fe Dr. Denver, CO

March 4 – March 25, 2016

**Please document your entries here for your own records:**

#### ***Entry #1***

Jpeg file name: \_\_\_\_\_

(First three letters of your last name and first letter of your first name — serial number. Example SMIJ-001)

Title of Artwork: \_\_\_\_\_

Medium: \_\_\_\_\_

Price: \_\_\_\_\_

#### ***Entry #2***

Jpeg file name: \_\_\_\_\_

(First three letters of your last name and first letter of your first name — serial number. Example SMIJ-001)

Title of Artwork: \_\_\_\_\_

Medium: \_\_\_\_\_

Price: \_\_\_\_\_

#### ***Entry #3***

Jpeg file name: \_\_\_\_\_

(First three letters of your last name and first letter of your first name — serial number. Example SMIJ-001)

Title of Artwork: \_\_\_\_\_

Medium: \_\_\_\_\_

Price: \_\_\_\_\_

I volunteered for: \_\_\_\_\_

I signed up to bring \_\_\_\_\_ to the Opening Reception.

**Labels** are to be attached to artwork, including bin/matted art. Please don't assume that BitFactory can identify artwork if it sells, without proper identification and labeling. Jewelers, please put a tag on each piece with your inventory name, and price: also jewelers take a photo of pieces, print out and hand label each piece on print out to turn in at check in.

Artist Name: \_\_\_\_\_  
Artist phone #: \_\_\_\_\_  
Artist email: \_\_\_\_\_  
Title of Artwork: \_\_\_\_\_  
Short Description: \_\_\_\_\_  
Medium: \_\_\_\_\_  
Price: \_\_\_\_\_

Artist Name: \_\_\_\_\_  
Artist phone #: \_\_\_\_\_  
Artist email: \_\_\_\_\_  
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