

# MARSHALL UNIVERSITY

## 5<sup>TH</sup> ANNUAL NATIONAL JURIED EXHIBITION

### CALL FOR ENTRIES

#### CRITERIA

The Marshall University School of Art & Design of the [College of Arts and Media](#) invites artists in all disciplines to submit original works of art in any media and addressing any theme, created within the past three years. This year's submissions will be juried by Geoffrey Fleming, the Director of the Huntington Museum of Art in Huntington, WV. Accepted works will be displayed in Marshall University's [Visual Arts Center Gallery](#) located in downtown Huntington, WV. **The Juror will select one individual to receive the *Juror's Choice Award*. The winner of this award will receive a minimum \$200 cash prize.**

*Note, works previously displayed in Marshall University's art galleries will not be considered.*

#### ABOUT THE JUROR

Geoffrey Fleming is the newly appointed Executive Director at the Huntington Museum of Art. Prior to this post, Fleming served as the Director of the Southold Historical Society, Inc., in Southold, NY. Fleming received his Bachelor of Arts in Historic Preservation from Mary Washington College in Fredericksburg, VA, and his Master of Arts in Arts Administration from the School of the Art Institute of Chicago. He is the author of nearly two dozen books and catalogs on American History and Art, including the award winning publications *Charles Henry Miller, N.A.: Painter of Long Island* and *A World Unto itself: The Remarkable History of Plum Island, New York*.

#### ENTRY FEES

A \$10 non-refundable entry fee **per work submitted** is due with completed entry materials. The number of entries is unlimited. A majority of the fees collected are allocated to support student programs in the School of Art & Design.

#### DUE DATES/CALENDAR:

- Complete entries must be submitted digitally, postmarked, or hand delivered by **Monday, November 2, 2015**
- Notification by email of accepted works: **Friday, November 13, 2015**
- Accepted artwork must be shipped in time to arrive at the Visual Arts Center the week of **December 14 -18, 2015**
- Hand-Delivery of accepted artworks to the Visual Arts Center: **December 14 – 18, 2015** during regular business hours, Monday – Friday, 8 am - 4:30 pm
- Opening Reception: **Thursday, January 21, 2016, 4-6pm**

- Exhibition dates: **January 11 - February 12, 2016**
- Pick up work from Visual Arts Center: **February 14-17, 2016**
- Returned, shipped artworks will be postmarked by **February 24, 2016**

### **MATERIALS/MEDIA:**

All visual media using any combination of materials are welcome. Digital media and video works are limited to 15 minutes in duration. All dimensional works must be able to fit through an 8ft x 8ft doorframe.

### **SUBMISSION PROCEDURE:**

**Option #1:** Submit images on a CD or USB drive with the following information typed in a Word document and included as a file on the disc: artist's name, phone number, mailing address, and e-mail address. On the same document and following this information, number and list the individual images submitted with the following additional information: title of work, "detail" when applicable, media, dimensions, insurance value and sale price (if not for sale, please mark "NFS"). CD's and USB drives will not be returned unless a self-addressed, stamped envelope is included.

**Option #2:** Submit images and image list in the format described in Option #1, digitally through *Dropbox*. Enter the following address into your web browser.  
<https://www.dropbox.com/request/49ZRQiyPD6JkBkTVCKec>  
 Follow prompts to "choose file" and download images and the image list document. Individual images should not exceed 5MB. If using this option, **entry fees must still be in check or money order form and mailed separately to the Visual Arts Center.** Please make sure the name of the submitting artist appears on the check or money order.

### **Image files must meet the following criteria:**

Files should be in high quality JPEG format, no smaller than 1920 pixels in any direction and 72ppi/dpi (standard web resolution). Images must be oriented properly (i.e. top of the image is the top of the artwork) and should not include artist's name or other descriptive text within the image itself, nor contain borders, frames, or margins except as part of the actual work. Video work should be submitted in QuickTime compatible format.

### **Image labeling:**

Please name digital image files according to the following specifications.

- The number of the digital file should correspond directly to the number assigned to the image on the accompanying image list.
- Digital filenames should be created in the following format.  
 Artist's last name (underscore) first name (underscore) entry number. Include the word "detail" after the entry number if the image is a detail image.  
 For example: Jones\_Mike\_1.jpeg or Jones\_Mike\_1detail.jpeg

**COMPLETE ENTRY CHECKLIST:**

Incomplete entries will not be considered. A complete entry consists of the following.

\_\_\_\_ CD or USB drive of images and Word document with artist and image information

**OR**

\_\_\_\_ Images and image list files uploaded digitally to Dropbox

**AND**

\_\_\_\_ US check or money order in the amount of:

\$10 X \_\_\_\_ (#) of works entered = \_\_\_\_\_

made payable to ***Marshall University School of Art & Design***

Hand deliver or mail payment and entry materials (if not submitted electronically) to:

Marshall University School of Art and Design

Visual Arts Center

927 Third Ave.

Huntington, WV 25701

Attn: 5<sup>th</sup> Annual National Juried Exhibition

**DELIVERY OF ACCEPTED ARTWORK:**

The artist is responsible for all costs related to shipping and insurance of artwork while in transit to and from the gallery. Artwork should be shipped in a substantial, reusable container and include a pre-paid return shipping label. Marshall University will not be responsible for loss or damage to artworks during shipping. Please address shipped works to:

Marshall University

School of Art & Design

**Visual Arts Center, Attn: 5thNJE**

927 Third Avenue

Huntington, WV. 25701

Hand delivery of work is strongly encouraged. Works may be dropped off and picked up Monday – Friday between the hours of 8 am - 4 pm to the Visual Arts Center located at **927 Third Ave, Huntington, WV. 25701**

**INSURANCE and LIABILITY**

The Visual Arts Center (VAC) will exercise every possible care in the safekeeping of loans in its possession, but its liability to lenders is limited. Artists whose work is accepted will be sent an *Art Loan Agreement* form that outlines any liability assigned to Marshall University. This form must be signed and returned to the Gallery Director by all participating artists before the exhibition starting date.

For questions or additional information, please contact Gallery Director, Megan Schultz at [schultzm@marshall.edu](mailto:schultzm@marshall.edu)