



## Solo and Group Show Proposal Guidelines 2022

The Newark Arts Alliance displays art by local artists in monthly exhibitions throughout the year. Exhibitions are a mix of themed shows, which are open to submissions, and Solo/Group shows.

The Newark Arts Alliance's Exhibition Committee meets annually to choose the themes for the following year's exhibitions. During this time, the Exhibition Committee also reviews proposals for Solo and Group Shows. **To submit a proposal for a Solo or Group show, please follow these guidelines and submit your proposal, postmarked by or delivered to the NAA by Friday, October 1, 2022.**

### Eligibility

Artists creating works in any medium may submit proposals for Solo or Group shows. Preference will be given to artists who have not had a recent exhibition at the NAA.

### Theme

The proposed exhibition must have a unifying theme, which you will describe on the Entry Form. This theme will make the exhibition a coherent body of work. For example, for your application, it would be better to submit 10 landscapes in oil, rather than 3 oil landscapes, several figure drawings, and a few watercolor still-life paintings. However, different media are fine when there is a strong link among the works. We also prohibit "installations" or artwork that projects into the room, since the room is used for other programs at times and the floors need to remain clear. Submitted works may not include those previously exhibited at the Newark Arts Alliance.

### Selection Process

All submissions will be reviewed by the Exhibition Committee. The number of proposals selected will depend upon other exhibitions planned for that year; it is likely that 2–3 Solo or Group shows will be chosen. **Notification will be sent to artists by approximately November 1, 2022.**

### Fees

Application fee:

- \$15 for NAA members
- \$25 for non-members

If accepted, an additional \$85 Gallery Fee is to be paid to the NAA by December 15, 2021. (For group shows, fees can be split among members as the group chooses.)

### Commission Rate

Commission rates retained by the Newark Arts Alliance on exhibition sales:

- 40% for non-members
- 30% for members

20% for working members (A working member volunteers at least 3 hours minimum during each month that works are sold.) Membership should be on file at least one month ahead to get proper commission.

### **Payment for sales**

Payment for sales will be made to artists within 30 days of the exhibition's closing.

### **Reception**

We hold a free public reception to celebrate each monthly exhibition; typically on the 2nd Friday of the month from 6pm–8pm. Artists in Solo/Group shows may request an alternative date. Artists will supply food, beverages, ice, and paper products for the opening reception. All food must be ready to eat and suitable for eating on small plates without utensils. A Committee liaison can help with set-up, sales, and closing on the evening of the reception.

### **Publicity**

The NAA will publicize the show through our website, the NAA's monthly email newsletter, through social media, and by other means. Artists may send out postcards for the show. Artists are responsible for printing and mailing the cards, though you may have access to all or part of the NAA's mailing list. Contact Terry Foreman if you need recommendations for postcard printers or preparing images for print.

Artists should contact Terry Foreman, NAA Executive Director, [terry@newarkartsalliance.org](mailto:terry@newarkartsalliance.org) to receive the following, both of which must be included on your postcard:

- 1) An electronic file of the **NAA logo**
- 2) An electronic file of the **DDOA statement of support**

### **Presentation**

Artists are responsible for suitable framing with hanging wire on all 2-D work and will arrange to hang the show with a Committee member. Framing must be in keeping with professional standards. Frames should have consistency and not detract from the work.

### **Submitting a Proposal**

**Mail or deliver the following materials by the deadline to the address listed on the entry form.**

**Incomplete applications cannot be considered.**

1. Completed Entry Form
2. Digital images of recent work (within the past 3 years) that has not been previously exhibited at the NAA. Images must be accompanied by a printed list, which includes title, media, date, and dimension of each piece. Please label images with the following: Last name\_first name\_title of work
  - Solo shows: submit at least 10 images
  - Group shows: submit at least 5 images from each artist
3. Artist's statement for each submitting artist
4. Current resume for each artist
5. Application fee—Make check payable to **Newark Arts Alliance**
  - \$15 for NAA members
  - \$25 for non-members