



Exhibition Submission Form

Title of Show _____

Drop off date _____

Artist Name _____

Address _____

Phone _____ Email _____

Submission Fee & Commission Rate for works sold

<input checked="" type="checkbox"/> Membership Status	Submission Fee	Commission Rate
<input type="checkbox"/> Nonmember	\$10 per piece	40%
<input type="checkbox"/> Nonworking Member	\$5 per piece	30%
<input type="checkbox"/> Working Member (3+hr/month)	\$5 per piece	20%

<p>For office use only Paid ___ cash ___ check ___ charge Amount \$ _____ Staff initials _____</p>

- ◆ **All works** must be labeled on the back/bottom with 1) artist name, 2) title, 3) medium & 4) price (or NFS). Small forms & tape are available at the NAA.
- ◆ **Hanging works must have a hanging wire securely attached with hardware.** Use D-rings (preferred) or small eye-screws to attach the wire, placing them on the right & left sides of the work, about one-third of the way down from the top. String the wire with a minimum amount of slack. (Pieces submitted with any other hanging hardware, or with wire attached with tape, will not be accepted.)

Maximum 3 submissions per artist – Please print clearly

Maximum 3 submissions per artist – Please print clearly			Office Use Only		
Title	Medium (pencil/clay/oil/mixed)	Price or NFS*	Accepted (Y/N)	Artist's Initials	Date Picked Up
1.					
2.					
3.					

*Include a price if you would like to sell your work, or write "NFS" (not for sale).

Agreements & Permissions

I agree to hold the NAA harmless for any loss, harm, or damage resulting from entry and display of my/my child's work while in the possession of the NAA. I agree to pick up submitted works promptly when notified to do so and understand that any items not collected **within 30 days of notification will be considered the property of the Newark Arts Alliance.** I give the NAA permission to use images of my/my child's work for publicity.

Signature _____ Date _____

(Sign after printing. Parent/Guardian must sign if artist is under 18.)

Printed Name of Parent/Guardian if artist is under 18 _____

Sale Information (For office use only)

Title of work sold			
Sale Price	\$	Date Sold	
Buyer's Information			
Name			
Address			
Telephone			
Email			

Title of work sold			
Sale Price	\$	Date Sold	
Buyer's Information			
Name			
Address			
Telephone			
Email			

Title of work sold			
Sale Price	\$	Date Sold	
Buyer's Information			
Name			
Address			
Telephone			
Email			