



## WAL Exhibit at the South County Community Center

2235 Lake Robbins, The Woodlands, Texas

**Early Drop-off / Pick-up: Thursday, January 13, 2022**

**Take-in & Pick-up Art / Hanging of Art: Friday, January 14**

**Exhibit Open to Public: Friday, January 21**

**Exhibit Reception: Friday, February 11**

### *Artist Guidelines – Important! Please Read!*

We have two featured themes for this exhibit and you can do one or both! Themes are depicting “Love” – portray what you love, what makes you happy, and/or “New Beginnings” – portray what the new year means to you, your plans.

**Note: Artwork with other themes which meet the following guidelines may be exhibited as well!**

Guidelines for WAL artists participating in our exhibit at the **South County Community Center** are:

- You must be a WAL member and keep your membership current during this exhibit.
- **Early Art Drop-off / Pick-up at the Center is Thursday, January 13, 2022, between 8:00 a.m. and 7:00 p.m.** (*Cut and attach tags to your art you're leaving with a copy of your signed Artist Registration form. If you are picking up art from the current exhibit on Thursday please fill out the Art Removal form and leave at the front desk for me.*)
- **Take-in & Pick-up/Art Hanging is Friday, January 14.** Bring your art with your signed registration form and tags attached to your art to the Center between **8:00 a.m. – 10:30 a.m. on the 14th.** *Please contact me if you need to make arrangements for a different drop-off day/time and I'll work with you. We will start hanging art around 10:00 a.m.*
- Art submitted must be *original* and have **wire hangers only**. Saw tooth hangers are not accepted. Hanging/wall art only.
- Framed art should have durable frames and should look professional. No glass larger than 16” x 20”, prefer plexiglass or other non-breakable material.
- Art larger than 48” in height or width; or heavy art will NOT be accepted.
- Unframed gallery-wrapped art and photography printed on canvas should have painted/finished sides/edges.
- Art must be **family-friendly**; no political statements, violence, obscenities, or nudity of any kind.

- There is a \$10 hanging fee for each piece of artwork you display in the South County Community Center Exhibit. You may exhibit up to seven pieces of your artwork at this exhibit. (*Depending on size if all large pieces, email me.*)

You don't have to work a docent, but we encourage you to volunteer to help on Friday to arrange, hang and tag art, if you are able. (Need a guy(s) to help hang the larger art.)

We ask that you attend our exhibit Reception (this is for you!) on February 11th. We will need volunteers to help with refreshments, meet and greet guest, answer questions about the art, encourage people to browse and vote for our **People's Choice Award**. You can hand out your business cards, etc.

Pay your \$10 per piece payment online at **[www.woodlandsartleague.org](http://www.woodlandsartleague.org)**, or leave a check when you bring your art. (*Let me know if paying by check.*)

- **Twenty percent** of each sale of art hanging in this exhibit, or any art sold or commissioned resulting from a contact(s) made at this exhibit is to be donated to WAL.

The Community Center does not handle sales transactions. Sales are to be handled **privately** between you and buyer. Take care of your transactions discreetly or off site. (*You can go outside in front of the building, or to the parking lot.*)

After you make a **sale**, go to the WAL website at **[www.woodlandsartleague.org](http://www.woodlandsartleague.org)** and make your 20% donation, or mail a check to WAL. When donating, please note title of your art, the amount of the sale, and that this is your 20% donation from your sale at our Exhibit at the SCCC in comments section.

- Download the editable pdfs for the **Artist Registration form, Artist Tags and Artist Removal form** to your desktop. The forms and tags are editable pdfs you can complete in Acrobat Reader. Be sure to save as a different file name. You can copy and paste text between your Registration Form and Tags to save time. Attach a form and tags to your art to be exhibited. You can also print and complete form and tags by hand.

**Important!** If you fill out your Artist Registration form using the editable pdf, please email me a copy of your completed registration form so I can copy and paste to create your final display tags.

Or, if you print and complete the Registration form by hand, please type all your art tag information from your Registration form in an email to me so I can copy and paste your text to create your final display tags. Less room for error as I'm copying from your text.

Print, cut and attach two completed tags to each piece of your art and your Artist Registration Form for art being exhibited. **The tag with the price goes on the back of your art.** We will replace your front display tag with a nice printed tag on card stock so we have consistency throughout the exhibit.

- Our next change out will be in three to four months. You will be notified when it is scheduled. We prefer that you don't remove art during this exhibit, but if you must for a *SALE*, or another reason, please email or text me first. You will need

to complete an **Art Removal – Sign Out form** before you remove or replace art and leave at the front desk for me.

You may replace with similar size art with no additional fee. Email me a copy of your completed form with tag information so a new display tag can be created for your replacement art. We don't want empty wall spaces!

By signing the **Artist Registration** form, you agree that you have read this **Artist Guidelines** and agree to the terms, and are releasing WAL, the South County Community Center, exhibit coordinators and volunteers from any liability and all claims from damage or loss due to theft, fire, or natural disaster, during this exhibit until art returned to artist.

**Contact Sandra Cooper if you have questions about this exhibit.**

**[scooper.coopercreativedesign@yahoo.com](mailto:scooper.coopercreativedesign@yahoo.com)**