



www.PhoenixVillageArtCenter.org
phxvillage@verizon.net

207 Bridge Street • Phoenixville, PA 19460
610.983.9430

Dear Artist/s,

Thank you for your interest in exhibiting at the Phoenix Village Art Center. Our schedule for the upcoming year is filling rapidly, but our Exhibition Committee would be happy to review your work. If we decide that the Art Center would like to have an exhibition for you, we might be suggesting an exhibit month for the following year.

Would you please submit the enclosed application form along with your resume, artist's statement (or mission if you are a group organization) and a selection of images of your work. Images may be slides, a web site, or on a CD, or you may e-mail your materials to **phxvillage@verizon.net**. The sooner we receive your materials, the faster we can process your application and find a slot for you.

Please be aware that preference will be given, but not limited, to members of the Phoenix Village Art Center. We are a vibrant and friendly community and would be happy to have you as one of our members.

Thank you again for considering our Art Center and we look forward to seeing your work.

Sincerely,

Laurel Wood Ramsden, *Chairman*
Exhibition Committee
Phoenix Village Art Center



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APPLICATION for exhibition

Solo Artist Name: _____

Group/Organization (if applicable): _____

Address: _____

Telephone: _____ e-mail: _____

Medium: _____

Average Size of work: _____

(This information will give us an idea of number of pieces our space will permit you to exhibit)

Please attach resume and artist's statement if solo exhibitor,
or Mission Statement/ Organizational History, etc. if group showing.



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SPECIFICATIONS for exhibition

All work must have a professional presentation; properly wired (no saw tooth hangers) for hanging. Fragile work, such as pastels or other works on paper must be under glass; no “clip frames.” The Gallery has pedestals for sculpture and other 3d works, but if a work is deemed too fragile or too difficult to exhibit, it may be refused on these grounds. The gallery also has glass cases for small works such as jewelry. All work must be individually marked and priced with the provided labels.

While Phoenix Village Art Center is fully insured (theft, fire, etc.) and all possible care will be taken in handling your work, the Art Center will not be held responsible for individual damage. The Art Gallery will take a thirty percent commission on all sales and while we accept NFS works, please be aware that we are a non-profit organization and gallery sales are one way to help to meet our expenses.

To promote your show, the Phoenix Village Art Center will include a write up with photographs on our web site, email newsletters, *Art Matters* and other publications and web sites. Please provide four to ten photos of your work. These photos should be 300 DPI .jpg digital files, at least 1 MB to 1.5 MBs large each. Files smaller than that do not reproduce well and will not reflect quality for you or the Art Center. Solo artists are responsible for producing their own postal mailing card. We can advise about local or online least expensive printers (cost to artist \$40 -\$60). We ask that the artist provide the Art Center with 250 postcards.

Exhibiting artists will be asked to sit their own exhibit at least one weekend during the month run of the show. Artists will provide refreshments for their opening receptions if so desired, or the art center will provide – at cost – to the exhibiting artist.



Title: _____

Artist: _____

Medium: _____

Price: \$ _____

Attach one label to the **front** and one to the **back** of your work.



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