

## **Cedar Hills Recreation Center**

### **Open Show**

### **Prospectus**

**Dates:** October 7 – email intent to participate (see Submission below)  
October 23 – 10 a.m. until 1 p.m. – hanging  
December 3 – 10 a.m. until 2 p.m. – pick up

**Location:** Cedar Hills Recreation Center  
11640 SW Park Way, Portland, OR 97225

**Eligibility:** Only current, paid members of Portland Photographers' Forum may participate.

**General:** This is an open (non-juried) show; there is no theme. The recreation center is a public space – artwork must not contain subject matter that includes nudity, violence, religious symbols or overt political messages.

**Submission:** The space will accommodate approximately 40-45 framed prints. PPF would like to encourage as many members as possible to participate. Please contact MariAnne MacGregor ([Marianne.macgregor@gmail.com](mailto:Marianne.macgregor@gmail.com)) no later than October 7 to indicate your interest and how many photographs you would like to hang (maximum 4). Based on interest, it may be necessary to limit how many photographs each member may have in the show.

**Title cards:** The artist is responsible for providing a title card to accompany the artwork. A template will be provided. The title card is to be placed on the wall, to the lower right of the artwork

**Size/matting/framing:** Photographs must be matted, framed and ready to hang with an outside long dimension not exceeding 30". Frames must use D rings (mounted 3" from the top of the frame) and wire (wire to be tight) in order to be compatible with the hanging system. Matting and framing must meet generally recognized gallery standards. Please use mats that are acid free and neutral in

color. Gallery frames in black wood or metal are preferred. Frames should be new or in excellent condition. Members will be responsible for hanging and removing their artwork on the dates and times above. By hanging your work, you agree to the terms of this prospectus.

**Sales:** The recreation center staff does not handle sales of artwork. They will provide the artist's contact information to any interested parties. There are no commissions for sales made through this show. Artwork that is sold may be removed before the end of the show providing it is immediately replaced by another photograph.

**Liability:** Cedar Hills Recreation Center assumes absolutely no liability concerning artwork.

**Contact information:** An inventory list of all artwork will be made on the day of hanging. The artist agrees to provide the recreation center with contact information (telephone and/or email address) to be provided to any prospective buyers.