

## **Oregon Society of Artists/Portland Photographers' Forum - Joint Show PPF Prospectus**

### **Dates:**

Friday, April 7 – poster photo submission \*\*

Monday, May 1 – email intent to participate (see Submission below)

Friday, May 5 – 5 p.m. – 8:30 p.m. – take in

Saturday, May 6 – 10 a.m. – 12 noon – take in

Sunday, May 7 – 1pm - 4 p.m. - reception

Friday, May 26 – 1 p.m. – 4 p.m. – pick up

Saturday, May 27 – 9 a.m – 12 p.m. – pick up

### **Location:**

Oregon Society of Artists

2185 SW Park Place, Portland, Oregon 97205

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

**General:** This is an open (non-juried) show with contributions from OSA and PPF members; there is no theme. The gallery reserves the right to reject artwork that crosses acceptable boundaries. This would include misogynistic imagery, depiction of extreme violence or graphic sexuality, and objectionable political or religious imagery.

**Size/matting/framing:** Photographs must be matted, framed and ready to hang with an outside long dimension not exceeding 48". Artwork that exceeds 30" in any dimension must utilize Plexiglas rather than standard glass. 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. Frames for metal photographs are not required. Members will be responsible for delivering and picking up their artwork on the dates and times above. By participating, you agree to the terms of this prospectus.

**Sales:** OSA does not take commission on art sales. They will collect funds from buyers and provide to the artist at pickup. Any artwork that is sold must remain on exhibit for the duration of the show.

**Release and fees:** You must download and complete OSA's Art Show Release Form. Bring the form with you to take in, along with \$20 (per artist, not per image) payable to OSA. Show Release Form can be found at this link:

[www.oregonsocietyofartists.com/images/docs/GalleryReleaseForm.pdf](http://www.oregonsocietyofartists.com/images/docs/GalleryReleaseForm.pdf)

**Submission:** OSA would like PPF to provide 60 photographs. We would like to encourage as many PPF members as possible to participate. Please contact Day Tooley ([Day@thetooleys.com](mailto:Day@thetooleys.com)) **no later than Monday, May 1** to indicate your interest and how many photographs you would like to hang and **titles** (maximum 3). In the email, please indicate an order of preference for your photographs. Based on interest, it may be necessary to limit how many photographs each member may have in the show.

**Title cards:** OSA will prepare title cards for the wall based on take in information. You are advised to also label the back of your artwork, at a minimum with your name and the title of the work.

**Volunteers:** OSA has asked that PPF provide volunteers to assist with the show.

2 people for take in (Friday, May 5 – 5 pm – 8:30 p.m)

2 people for take in (Saturday, May 6 – 10 am – 12 noon)

2 people for hanging (beginning at 10:00 am on May 6)

2 people for reception set-up (12:30 pm – 1:00 pm on May 7<sup>th</sup> )

2 people for reception clean-up (4:00 pm – 4:30 pm on May 7<sup>th</sup> )

When preparing your Email submission, please indicate if you are able to volunteer for one, or more, of these time slots. OSA will be open daily from 1:00pm to 4:00. The pool for Gallery Sitters will come from both OSA and PPF. There will be a sign-up calendar at the time of take-in to indicate when you can help for an afternoon during this exhibit. Your help would be appreciated.

**\*\* Poster photo:** OSA will prepare a poster for the show and would like to use one from PPF members. If you would like to have a photograph considered for the show poster, please email one jpg, sized up to 1280 pixels long side at 200 ppi, to both Tim Mahoney ([tb.mahoney@frontier.com](mailto:tb.mahoney@frontier.com)) and Day Tooley ([Day@thetooleys.com](mailto:Day@thetooleys.com)). OSA will select a photo from those submitted by PPF for the poster. Please note that the poster deadline is prior to the submission deadline. If you choose to submit for the poster, please select your first choice image.