

ACC Workforce and Community Programs Art Exhibition 2020

If you have any students who wish to volunteer help for the art exhibition, please have them contact me by email at eppuffin@mac.com.



Dear ACC Workforce & Community Programs Instructor:

The Workforce & Community Programs Department of Arapahoe Community College is pleased to announce its **Annual Student/Instructor Art Exhibition** at the Colorado Gallery for the Arts. The exhibit will run from **Monday, May 26, through Thursday, June 25, 2020**.

As an instructor for Workforce & Community Programs, you are invited to submit **3 to 4 pieces of any art form** of your choice. We ask that 2D art pieces be ready for hanging with wire—NO SAWTOOTH HOOKS. Gallery wrap is fine with painted edges. If your art is 3D, please call me first about using a display unit. ACC does not provide insurance for your work, but we will do our best to care for it. Please do not submit wet or unfinished art. **Pieces will be hung as space allows.**

You are encouraged, but not required, to price your art for sale. Please keep in mind that 35% of each sale goes to the Gallery. Art pieces will be sold at full price, and the Artist will forward to the Gallery its share of the sale price within 10 days of the closing of the Exhibit. All pieces must hang for the duration of the show.

Please note the following schedule:

ART CHECK-IN

is on Wednesday, May 20, from 4:00-6:00 PM. If you cannot deliver your artwork at that time, you may deliver it to the WCP office, Annex 1215, **before then**. If you drop it off early, please be certain to leave the attached **Instructor Information Form**, and cut out and attach **a tag** to the back of each piece and have **another tag** with your information sheet. ACC will not be responsible for damage to artwork.

CLOSING RECEPTION

is on Thursday, June 25, from 5:00-7:00 PM. Light refreshments will be served at the Gallery. We ask that you attend and spend some time showing and talking about your art pieces to guests and students. Invitations will be available to you at Art Check In.

ART PICK-UP

will be Thursday, June 25, at the end of the CLOSING RECEPTION at 7:00 PM. Any work left will be moved to the WCP office for you to claim by **July 2**. Again, ACC will not be responsible for damage to unclaimed artwork.

Please let me know if you have any questions. We look forward to your participation!

Sincerely,

Bobbi Shupe

Art Show Coordinator 303.797.5722

eppuffin@mac.com

ACC Workforce & Community Programs Art Exhibition 2020 Information

INSTRUCTOR INFORMATION

- A 35% commission will be retained on any sale of artwork during the show.
- All artwork must remain for the duration of the show.
- NO INSURANCE IS PROVIDED. Utmost care will be taken in the handling of your work. The Gallery staff, Workforce & Community Programs Department and Arapahoe Community College will not be liable for any loss or damage incurred to artwork.

Please complete and bring this form with your work **at Art Check-In on Wednesday, May 20.**

Please print clearly!

Instructor Info

Instructor Name: _____

Address: _____

City: _____ Zip: _____

Phones: Home: _____ Work: _____ Cell: _____

E-Mail: _____

Artwork Submitted: (If your piece is not for sale, write NFS for the price.)

Title: _____ Medium: _____ Price: _____

Title: _____ Medium: _____ Price: _____

Title: _____ Medium: _____ Price: _____

Title: _____ Medium: _____ Price: _____

Drop Off: Signature _____ Date _____

Pick Up: Signature _____ Date _____

I understand that ACC, the Workforce & Community Programs, Colorado Gallery of the Arts or any staff are not responsible for any damage to artwork while in the show:

Signature _____ Date _____

I **WILL** or **WILL NOT** allow my artwork to be photographed for advertising purposes.

ACC Workforce & Community Programs Art Exhibition 2020 Tags

Please cut out and tape **one** tag to the back of each piece of art.
Fill out a **second** tag for each piece and submit with above info. sheet.

Please print clearly!

Instructor Name _____

Artwork Title _____

Medium _____

Price _____

Instructor Name _____

Artwork Title _____

Medium _____

Price _____

Instructor Name _____

Artwork Title _____

Medium _____

Price _____

Instructor Name _____

Artwork Title _____

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