



ART EXHIBITION APPLICATION

Gallery Underground is currently accepting submissions for Focus Gallery exhibitions. After reviewing our show prospectus, please complete the application and return it with 5 to 7 images to the Gallery Director. Artists must be able to hand deliver/ pick-up their work at Gallery Underground.

Please check one: Solo show Group Show

Artist Name or Group Name:

Address:

Cell phone:

Email:

Website:

Social Media handles:

Briefly describe the work you wish to exhibit, including techniques used, exhibition theme, and approximate size of works:



ALL IN FOR ART



If group show, will this exhibit be juried? Yes No

Juror:

In no, does your group require members to be juried in to join?

Checklist for Gallery Underground Application:

- Completed Application Form
- \$50 non-refundable payment submit payment here: <https://www.arlingtonartistsalliance.org/members-only>
- Images of 5-7 works in JPG format (no larger than 1MB each); including the title, medium, size, and sale price of each work

Applications are only accepted via email at art@galleryunderground.org

Subject Line "Solo Show Application: Your Name"

Questions? Email the Gallery Director at art@galleryunderground.org



ALL IN FOR ART



EXHIBITION POLICIES

1. All works of art must be offered for sale, with prices established by the Artist. Once price list has been submitted, no works on list may be sold except through Gallery Underground, and no works may be removed from show unless sold by Gallery Underground. Gallery Underground is responsible for conducting the sale of any work directly with the purchaser and will add appropriate state sales tax for each work sold.
2. Artist is permitted to offer notecards/greeting cards of their work for sale and/or shrink-wraps of Artist's original work (no giclees, prints or reproductions) for the duration of the show.
3. Artist will pay \$200 (non-Arlington Artists Alliance members, inclusive of the nonrefundable \$50 application fee) or \$150 for current Arlington Artists Alliance members (inclusive of the non-refundable \$50 application fee) for a one-month solo show. Payment must be made within 2 weeks of notification of acceptance by Gallery. This payment is nonrefundable in the event Artist cancels show or the show.
4. Gallery Underground will take a 30% commission for non-Arlington Artists Alliance members and 20% for current Arlington Artists Alliance members, for each work sold.
5. Artist is required to attend a reception in honor of their exhibition on the first Friday of the month of the show. Food and beverage will be paid for by Gallery.
6. Artist will work with Gallery Underground to design postcards for the show (gallery template for back of postcard will be used) which will be paid for by Gallery.
7. Gallery Underground will promote the exhibition in local publications as well as via email to our patrons list. Artists are encouraged to promote their exhibit through their own social media, emails, and postcards.
8. Gallery Underground reserves the right to refuse any art that is not framed in a professional manner or mounted and stabilized for pedestal display, in accordance with Framing Standards document provided with contract.
9. Although Artist is not required to hang exact works submitted for jurying, show must reflect style and theme of works submitted for jurying.
10. The Artist must insure their own work and displays work at their own risk; Gallery Underground will not be held responsible for theft or damage to works while they are in the gallery.
11. Permission to photograph and reproduce any work accepted in the exhibition and to use any jpegs provided by Artist for publicity purposes including but not limited to social media and newspaper and magazine publication is considered granted unless otherwise stated in writing.
12. Gallery Underground will provide labels for each work on display. Artists are responsible for delivering works to be exhibited to the Gallery. Artwork accepted for exhibition may not be shipped to Gallery, nor will it be returned by mail.