
ARTWORK SUBMISSION PACKET

MATTIE RHODES ART GALLERY

Presents

MUJER/WOMAN: Latina Artists as Examiner, Documenters and Creators

March 3rd, 2017 – April 1st, 2017

As part of Women's History Month the Mattie Rhodes Art Gallery is proud to present our 2nd Annual exhibition MUJER/WOMAN: Latina Artists as Examiners, Documenters, and Creators. This exhibition highlights the multidimensionality of being a Woman Artist of Color at this point in time, history and location while looking closely at the role the Artist plays in their respective communities. Highlighting the individual practice or collective efforts - MUJER/WOMAN is a opportunity to celebrate the work coming from Woman Artists of Color in Kansas City and the larger Midwest region.

IMPORTANT EXHIBITION DATES (*all Artists are encouraged to attend*):

- **FIRST FRIDAY OPENING NIGHT – March, 3rd, 2017 / 6:00pm – 10:00pm**
- **GALLERY/COMMUNITY DISCUSSION “Making Space as Artists & Community” – March 25th, 2017 / 1:00pm – 2:30pm**

SUBMISSION DEADLINE & Drop-Off INFORMATION:

- **ARTWORK SUBMISSION DEADLINE/DROP-OFF thru FEBRUARY 25th, 2017 at 6:00pm**

ARTWORK SUBMISSION REQUIREMENTS:

- Artwork must connect to exhibition title, description and related concepts. *Please remember that our gallery is family friendly and school-age children will view the exhibits. We reserve the right to make curatorial decisions – please contact us with any questions.*
 - Medium is open, and/or size can be exhibited – Questions about larger works and/or sculpture/installations or works requiring certain technology needs can be *emailed to Anthony Marcos Rea, Cultural Arts Coordinator at: artsinfo@mattierhodes.org or call P. (816) 221-2349 with any questions.*
 - All artwork must be framed and/or ready to hang with wire materials or appropriate hardware. Unprepared artwork will be removed from the show or the artist will be asked to correct the piece.
 - Artwork must be original and signed by the Artist. Please have artwork details prepared and labeled on back when artwork is delivered: *Artist Name, Title of Artwork, Media, and Price*
 - Artist/Project Statement and Artist CV must be emailed to the Cultural Arts Coordinator in PDF or Word.doc
 - Mailed works must include return postage/packing material and/or arranged pick up contact included
 - Completed Consignment Agreement and Procedures forms (*see attached*) must be signed and submitted at time of artwork submissions. *Please note the sale price includes a 40% commission to be given to Mattie Rhodes Center and a 60% profit to the artist.*
-

Mattie Rhodes Center Art Gallery

919 West 17th Street w Kansas City, Missouri 64108
 Phone: 816-221-2349 w Email: artsinfor@mattierhodes.org
 www.mattierhodes.org

Office Use Only
INV IN ____
Label ____
Barcode ____
INV OUT ____

ARTIST INFORMATION & ARTWORK CONSIGNMENT AGREEMENT

ARTIST FULL NAME: _____ DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

MAIN PHONE: _____ ALT. PHONE: _____

EMAIL: _____ WEBSITE: _____

MUJER/WOMAN 2017: Dates: March 3rd, 2017 – April 1st, 2017

List of Consigned Works:

	TITLE	SIZE / DIMENSIONS	MEDIA	YEAR	RETAIL PRICE	FOR SALE?	ARTIST INITIAL AND DATE UPON PICK-UP
1.							
2.							
3.							
4.							

All artwork will be on loan and on display at the **Mattie Rhodes Art Gallery** from the time period of **MARCH 3rd, 2017 – APRIL 1st, 2017**. All Artists have agreed to consign the above artwork(s) to the Mattie Rhodes Art Gallery, 919 West 17th Street, Kansas City, MO. *Within that time any and all artwork(s) that are for sale will be sold at the above retail price.* The sale price includes a **40% commission to be given to Mattie Rhodes Center and a 60% profit to the Artist.** Within that time stated above, Mattie Rhodes Center will assume all responsibility for the display and care of the above artwork(s) including liability against damage or loss. **All unsold artwork must be picked up immediately following the closing date of the show and no later than APRIL 8th, 2017.** In regards to any artwork that remains beyond this date, Mattie Rhodes Center will no longer assume any responsibility for the display and care of that artwork and will no longer be liable against damage or loss. Please pick up artwork promptly!

 Artist or Artist Representative (print name)

 Mattie Rhodes Center Art Gallery (print name)

 (Signature)

 (Signature)

Please Check _____ I give Mattie Rhodes Center permission to photograph and reproduce images of above artwork for the sole purpose of promoting the art exhibit and gallery. Mattie Rhodes Center will make no direct profit from images of above artwork.

Mattie Rhodes Art Gallery

919 West 17th Street w Kansas City, Missouri 64108
Phone: 816-221-2349 w Email: artsinfo@mattierhodes.org
www.mattierhodes.org

ART GALLERY PROCEDURES

Mattie Rhodes Art Gallery promotes Latino arts and culture in the Greater Kansas City area and provides artists and cultural organizations with the facilities and opportunities necessary to develop and celebrate their own unique culture and talents. We are proud to provide a venue for emerging artists seeking to make artistic endeavors their profession, and celebrate Latino and non-Latino artists seeking to share and celebrate Latino culture through their artwork. All proceeds will benefit the Mattie Rhodes Art Center and Gallery. Mattie Rhodes is a 501(C)(3) non-profit organization. All artist information, including "Calls to Artists" is sent via email, so please update us with your most current email address. Please send a resume and jpg images of artwork three weeks prior to the opening reception for press release and promotional materials. Please check your email box and our website for the most current information about artist opportunities.

Artwork Specifications

- **All Artwork must be approved prior to delivery of artwork via email at: artsinfo@mattierhodes.org**
- **Artwork Drop Off Dates:** Artists will have access to the gallery, 12:00pm – 5:00pm/Thursday – Saturday or by appointment. Work must be delivered at least one week before the opening reception.
- All artwork must be ready to hang with appropriate hardware. Unprepared artwork may be removed from the show or the artist will be asked to correct the piece.
- Each artist may have 1-4 pieces exhibited depending on size. Artwork may be any media and/or size.
- Artwork must be original and signed by the artist.
- Upon delivery please have: Artist Name, Title of Artwork, Media, and Price labeled on back of each work. You will be asked to fill out a Consignment form and Artist Info Form at time of delivery.
- Artwork must relate to the theme of the exhibition, and artists must remember that our gallery is family friendly and we encourage school-age children to view the exhibits. If there is any question on appropriate content or imagery, please contact the Cultural Arts Coordinator at: artsinfo@mattierhodes.org.
- **Artwork Pick-up Dates:** After the exhibition, artists will have access to the gallery Thursday – Saturday or by appointment. All artwork must be removed from the gallery by 5:00 pm one week after the exhibit closing unless prior arrangements have been made. Preparations for the following exhibit will begin immediately.
- **Exhibit Information:** Opening Receptions are held every First Friday of the month from 6:00pm – 10:00pm unless prior arrangements have been made. Food and drinks are provided, however artists are encouraged to contribute.

Artist agrees to consign the above artwork(s). Artworks will be on loan and on display to the Mattie Rhodes Center Gallery, 919 West 17th street, Kansas City, MO, for a period of time from **MARCH 3rd, 2017 – APRIL 1st, 2017**. Within that time any and all artwork(s) that are for sale will be sold at the above retail price. At least 80% of artist's work on display must be for sale to the general public. The sale price includes a **40% commission to be given to Mattie Rhodes Center and a 60% profit to the artist**. Within that time stated above, Mattie Rhodes will assume all responsibility for the display and care of the above artwork(s) including liability against damage or loss.

One week after the closing of the exhibit, or on **APRIL 8TH, 2017**

- All unsold artwork must be picked up. For works being shipped, please include all appropriate information/payment with original submission – All works will be shipped on this date.
- Mattie Rhodes will no longer assume any responsibility for the display and care of that artwork and will no longer be liable against damage or loss beyond this date.
- You will receive payment for sold artwork in check form by mail. Please do not call regarding payment unless above date has passed and you did not receive check.

Please sign & date below that you have read and agree to the above Art Gallery Procedures.

Artist or Artist Representative (print name)

(Signature)

Mattie Rhodes Center Art Gallery (print name)

(Signature)