



Artist Application for "Tongue in Cheek: Humorous Sculpture" Exhibit

Applicant Information

Full Name: _____
Last First

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Website: _____

Installation Notes: (How should the piece be installed? Pedestal, wall hanging, outdoors, etc. And how should it be made safe for visitors, if necessary, example: "To be hung on a wall using the large D-rings installed on the back of the piece, this piece weighs approx. 50 lbs. so you will need strong cables, or may be installed outdoors on a flat pedestal and secured with bolts to the top of pedestal, etc.")

Image Labels: (You may submit up to three works, please label each caption with the title of your piece and your last name and the entry no. Example: "Butterfly Kisses-Frisby-1" and "Butterfly Kisses-Frisby-2," etc. Please submit multiple views for each piece, including images of good quality, suitable for print/marketing that are high res. of at least 300 dpi.

Image Caption 1:

Image Caption 2:

Image Caption 3:

Object Description: (Please write a short paragraph about **each** piece submitted and explain how it relates to our theme. This text will be used in the gallery as your object label)

Submission No. 1:

Medium:

Title:

Dimensions:

Approx. Weight:

List for Sale or NFS:

Retail Price: (if applicable, please note the Polasek Gallery splits proceeds with artist 60/40% with 60% going to the artist, your retail price should reflect this and may be higher than insurance value.)

Insurance Value (NOT inflated) This should reflect fair market value/replacement value only:

Description: _____

Submission No. 2:

Medium:

Title:

Dimensions:

Approx. Weight:

List for Sale or NFS:

Retail Price: (if applicable, please note the Polasek gallery splits proceeds with artist 60/40% with 60% going to the artist, your retail price should reflect this and may be higher than insurance value.)

Insurance Value (NOT inflated) This should reflect fair market value/replacement value only:

Description: _____

Submission No. 3:

Medium:

Title:

Dimensions:

Approx. Weight:

List for Sale or NFS:

Retail Price: (if applicable, please note the Polasek gallery splits proceeds with artist 60/40% with 60% going to the artist, your retail price should reflect this and may be higher than insurance value.)

Insurance Value (NOT inflated) This should reflect fair market value/replacement value only:

Description: _____

Incoming/Outgoing Art:

If selected, you will be responsible for dropping off or shipping your selected work(s) to the Albin Polasek Museum & Sculpture Gardens (Gallery Building) for installation on Thursday, Aug 29, 2019. The gallery will be open early at 8:00 am and stay open late until 6:00 pm to accommodate you. If you are shipping your work(s) please allow two weeks for delivery before Aug. 29th. Please ship no later than Aug. 15th to ensure it will arrive on time. Shipped work must be sent in a reusable container with the **pre-paid return shipping slip included**. The artist is solely responsible for the cost of incoming and outgoing shipping. Any uncollected art left on premise after the close of the exhibit on Sunday, December 1, 2019 will be considered “unclaimed and abandoned” and after 60 days will be removed or auctioned for the benefit of the Museum. For those artists who wish to hand-deliver their work, the return pick-up date will be the Monday following the close of the exhibition, on Dec. 2nd from 8:00 am – 6:00 pm. If you need special accommodations that differ from the above-mentioned guidelines or need an alternate date, etc. you must make arrangements with the curator, ahead of time, and receive approval!

Sale of Work:

Works selected for exhibition cannot be removed before the end of the exhibition. Should a sale resulting from the exhibition occur, The Polasek Museum will retain a 40% commission of the listed retail price and will ensure its delivery to the art purchaser after the close of the exhibit on Sunday, December 1, 2019. Detailed sales info will be provided on the Sales Agreement form, any sale over \$500 will require the artist to fill out tax form.

Insurance:

The Polasek will insure all works of art in our exhibits for the fair market value. Insurance coverage begins when works of art are unpacked onsite at the Museum on Thursday, Aug 29, 2019 (not in transit or during shipping) and ends on the final day of the pick-up period advertised on Monday, Dec. 2, 2019. Detailed insurance information will be provided in the loan agreement form.

****** I have read through the application and agree to abide by the guidelines outlined and certify that I have full authority to enter into this agreement.**

Printed Name:

Signed: _____
(Lender/ Artist)

Date: _____

APPROVED FOR MUSEUM BY STAFF:

Signed: *Rachel Frisby*

Date: 02/20/2019

Title: Curator

Please complete application form and sign and return to:

- (preferred!) Scanned copy or edited Word Document emailed to rfrisby@polasek.org
- Or mail to:

"Attention Rachel Frisby," The Albin Polasek Museum, 633 Osceola Ave, Winter Park, FL 32789

**Your application must be received no later is 5:00 PM EST on
Friday, May 31st, 2019
No late entries will be accepted.**