HUMBOLDT & DISTRICT GALLERY

# 2026 Members' Show and Sale Submission Guidelines

The Members' Show and Sale is a remarkable display of the dynamic artists that hold memberships at the Humboldt & District Gallery (HDG). This un-juried exhibition allows for each artist to present their unique voice and exceptional talent within a communal gallery space. The HDG is dedicated to supporting and showcasing members who create and sell art.

**Artists must agree to the following criteria:**

1. Must be a Member of the HDG as of September 1, 2026.
2. All artists must complete and sign an Inventory Form and Artist Contract to accompany the artworks.
3. All artists must submit an artist bio with approximately 100 words. Email biography to info@humboldtmuseum.ca as a Microsoft Word Document or as text in the body of the email (compatible with Windows OS). Questions to consider, but are not required or limited to, when writing the bio are:
    a. Where are you from and/or currently residing?
    b. What techniques and/or materials do you use and why?
    c. What inspires you to create?
    d. What is the focus of your artistic practice?
4. Artworks are to remain for the duration of the show and cannot be removed until the exhibit closes.
5. Artists are responsible for obtaining insurance for their artworks.
6. The HDG reserves the right to decline any artworks for inclusion.

**HDG Members may submit <u>up to three</u> artistic works in any medium that meet the following criteria:**

1. All artworks must be original works of the artist. Reproductions are not permitted.
2. All artworks, including photography, must have been produced between 2022 and 2026 and cannot have been previously shown in any exhibition at the Humboldt & District Gallery.
3. No living organic material in artwork. Only dried organic material.
4. All artworks submitted by the artist must fit into the space specifications listed below. The specifications are **per artist, <u>not</u> per artwork** to give everyone equal access to space.

5. Artist space specifications for **two-dimensional** artworks:
    a. Each artist gets a wall space of 36" wide and 48" high. Work must have a width smaller than 3 feet.
    b. Pieces must be properly finished and ready to hang. Ready to hang means it has wire or hanging hardware already installed by the artist.
6. Artist space specifications for **three-dimensional** artworks:
    a. Must not exceed 2' x 2' x 2'.
7. All artworks must be for sale with a retail price set by the artist between $25.00 and $5000.00.
8. The artist will receive 75% of the retail price and HDG will retain a 25% commission. The commission supports public and educational programming at the HDG.
9. Artists will be paid within 90 days of the closing date of the show.
10. All artworks must have a label <u>securely</u> attached (paper and tape, etc.) to the back with the following information:
    a. Artist Name
    b. Title
    c. Year
    d. Medium
    e. Dimensions in inches (height x width) or (height x width x depth)
    f. Retail Price

## Important Dates:

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| September 1: | Deadline to purchase or renew membership by 5pm. |
| September 1-5: | Artwork delivered to Gallery from 1pm to 5pm or by appointment. |
| September 15: | Members' Show and Sale opens. |
| September 19: | Meet the Members Reception. |
| October 29: | Members' Show and Sale closes. |
| November 3-7: | Artwork picked up from 1pm to 5pm or by appointment. |