

Solo Show Program Guidelines

Timeline:

- **Show Duration:** Three-weeks from opening reception
- **Load-In:** 10am-6pm, Monday and Tuesday prior to the opening reception or by appointment
- **Opening Reception:** Friday, 6pm-8pm or Saturday, 4pm-6pm
- **Load-Out:** The Saturday that falls three weeks after the opening reception or by appointment

Gallery Fee:

- \$300 for 1-3 Artist(s) Solo Show
 - Additional \$100 fee per artist over 3
- \$1,000 for Group Shows of 10+ artists
- Please contact us if you'd like to have a group show larger than 10 artists.
- **Deposit** - We require 50% of your show fee due at the time of booking your show and adding it to our Gallery Calendar. This deposit becomes nonrefundable 6 weeks before your show date. The remainder of your show fee is due 6 weeks prior to your show date.

IMAC provides - A personalized solo show for rising artists or artist groups, spanning 3 weeks, including social media marketing, invitational postcards to distribute, a three hour opening reception with food and drinks, staff to sell work during the show and weekly operational hours and more!

- **Beautiful white gallery walls** to showcase the artist's conceptual show
- **2 hour Opening Reception with flowers, appetizers, beer, wine, and non-alcoholic beverages.**
- **Personalized Artist Show Design** - a marketing tool designed in-house and shared for promotional distribution.
- **50 postcards printed** for artist distribution.
- **3 Social Media posts/stories to promote** the upcoming show 2 weeks before show opening date.
- **A professionally hung art show.**
- **Design, print and application of art tags** ~ artist name, title, medium, price and room for up to a 75 word description/bio.

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- **A staffed gallery and gift shop** during IMAC operational hours and opening reception to sell artist's work.
- **60/40 commission** on all sales

Artist(s) Provides - A fresh, cohesive show that is ready to professionally present. Artists will assist the Gallery Manager by providing requested information to complete the creation of marketing tools, title cards, high quality photos for marketing and the Online Gallery Shop.

- **60 works of art, max.** See [Gallery Map](#) to ensure appropriate spacing.
- **A fresh, cohesive and conceptual show** - Artwork must not be more than 3 years old.
- **Art that is professionally made and finished.** [See Gallery Presentation Expectations pdf.](#)
- **Minimum of 3 self-promotional social media posts**, starting 3 weeks before opening date, always tagging Inspired Minds Art Center.
- **Art tag information** sent to the Gallery Manager no later than 1 week before the show opening date. Info to provide:
 - Artist's First and Last Name
 - Artwork Title
 - Medium
 - Price
 - 75 word or less description/bio space (optional)
- **Three high-quality images for each work of art** in the show for promotion.
 - 1. Full front image
 - 2. Detail to show medium or area of interest
 - 3. Side shot including how the work is finished on the sides.
- One week before the show, artists must fill out the following forms:
 - [Gallery Consignment Agreement](#)
 - [Art and Exhibit Release of Liability](#)

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ACCEPTABLE MEDIA AND SIZE, WEIGHT, AND OTHER RESTRICTIONS

Two-Dimensional Artworks:

- Two-dimensional artworks, including framed paintings, stretched paintings, framed works on paper (including drawings, watercolors, pastels, prints, and photographs), and very low-relief (4 inches deep or less) framed paintings, sculptures, or mixed media, are acceptable. Two-dimensional fiber works must either be framed or have a batten board with D-rings on the verso for hanging.
- Two-dimensional artworks can measure up to 36 square feet (6 ft. x 6 ft., for example) and weigh up to 50 pounds. (Any artwork weighing over 50 pounds will be open for discussion over the best and safest possible way to display it.)
- To comply with the Americans with Disabilities Act, hanging artworks cannot project more than 4 inches from the wall.
- Artworks that include materials that could attract pests will be subject to further review and may not be permitted (see “Prohibitive Media” below for more details).
- Two-dimensional artworks must have a central fixture for hanging: ex. One metal hook in the top/center of a frame **or** two “D” rings for hanging, suitably placed at the left and right sides on the back of a frame or painting stretcher, and a wire extending between.
- To facilitate a smooth and safe installation, artists agree to allow the Inspired Minds Art Center art handlers to remove and/or replace existing hanging wire or hardware.

Three-Dimensional Artworks:

- Three-dimensional artworks, including works made of stone, metal, ceramic, glass, wood, and fiber, are acceptable media.
- Three-dimensional artworks can measure up to 27 cubic feet (3 ft. x 3 ft. x 3 ft., for example) and weigh up to 150 pounds.
- Inspired Minds Art Center will supply pedestals or tables for the display of three-dimensional artworks that weigh up to 50 pounds. Artists are responsible for providing their own pedestals for artwork over 50 pounds.

PROHIBITED MEDIA (including but not limited to):

- Food items, including but not limited to fruits, vegetables, nuts, seeds, dried beans, and rice
- Liquids, including but not limited to water, in unsealed containers



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- Materials that produce vapor, smoke, mists, and/or odors
- Live animals and/or insects
- Inspired Minds Art Center further reserves the right to reject artworks during onsite inspection by art center staff, if the artworks contain materials that might pose a risk to the art center, its collections, its staff, and/or the public.

INSTALLATION

- The artworks shall remain in the possession of Inspired Minds Art Center from the time the artworks are delivered, throughout the run of the exhibition, until the de-installation is completed. Each artist commits to lending their artwork(s) to Inspired Minds Art Center for the full extent of time and cannot withdraw artwork(s) during the period described.

PHOTOGRAPHY

- Inspired Minds Art Center assumes the right to use any images of the artworks provided by the artists or their representatives, and to photograph, videotape, and/or otherwise reproduce the artworks for documentation, publicity, publication, educational, and all other purposes, in print and digital forms, connected with the exhibition.
- Inspired Minds Art Center assumes the right to reproduce images of the works on the Inspired Minds Art Center's digital channels, including but not limited to the Inspired Minds Art Center website and Inspired Minds Art Center's social media accounts. These images will serve ongoing documentary, educational, and promotional functions for the Inspired Minds Art Center's audiences.
- The general public may take photos for personal, non-commercial use only.

Contact:

Jessica Mason, Gallery Manager

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