

# Submission Form for Text and Image

## *Clarence Ward Birthday Party & Student Exhibition*

Clarence Ward Art Library

Spring 2003

### **Instructions:**

1. Print out this form.
2. Fill it out completely (\* indicates questions to be answered by artists only).
3. Sign the statement at the bottom if submitting artwork.
4. Turn the form in WITH your work by **February 17<sup>th</sup>, 2003** to:  
Barbara Prior or Paula Baymiller  
Clarence Ward Art Library  
Allen Art Building

Works may be submitted from November 12, 2002 until February 17<sup>th</sup>, 2003.  
Early submissions are encouraged!

This is a juried show; not every submitted work will be accepted for display in the show. All artists/ authors who have submitted work will be contacted after February 24, 2003 with the jury's decision and further instructions.

The jury will select works that most successfully meet each of the following criteria:

1. Appropriate reflection of the show's theme
2. Technical excellence
3. Effective creative expression
4. Works that can be displayed in the Art Library (see below)

Written pieces must be brief to allow for display in the exhibition and reading at the Opening and/or Open House. The Art Library's display space is severely limited; the jury's selection of 2-D and 3-D pieces will be limited in part by the availability of display space, which is as follows:

2-D pieces – 47 spaces

30 spaces – 11" wide x 14" long (some pieces could be longer)

1 space – 14" wide x 16" long (or longer)

2 spaces – 18" wide x 18" wide (or longer)

1 space - 3.5 feet wide x 7.5 feet" high (2 hooks for 1 large piece)

13 spaces – 5 feet x 5 feet (maximum weight 25 lb.)

3-D pieces – up to 10 spaces

4 to 5 display cases – can display a three or four 3-D pieces approximately 1 foot high, 2 feet wide, and 2 feet deep or smaller.

Questions? E-mail: [art.help@oberlin.edu](mailto:art.help@oberlin.edu) or call 775-8635 during business hours.

# Submission Form for Text and Image, Spring 2003 Exhibition:

\* To be answered by artists only.

Artist/Author's Name (please print clearly): \_\_\_\_\_

Title of work: \_\_\_\_\_

\*Materials used: \_\_\_\_\_ \*Dimensions: Height = \_\_\_\_\_  
Length = \_\_\_\_\_  
(3-D pieces only) Width = \_\_\_\_\_

Briefly describe your work (to help us identify it if separated from this form):

Are you available to read/discuss your work at the Opening (Mon. 3/10/03, 4:30 pm)?  
YES NO

Are you available to read/discuss your work during the Open House during Commencement weekend?  
YES NO

Are you able to leave your work in the exhibit through Commencement weekend?  
YES NO

Artist's/Author's statement (to be displayed as wall-text; limit of 100 words; you may attached a typed page if preferred):

**\*This signed and dated statement must accompany all submitted artwork:**

Artwork displayed in the show may be damaged or stolen; the Art Library is a public space with no security guard. Likewise artwork may be accidentally damaged while mounting or taking down the exhibition. Although we will take all reasonable precautions to protect displayed artwork we cannot be held responsible for any theft or damage that occurs. Your signature below indicates that you agree to display your work understanding that these risks exist and that you will not hold the Art Library or any of its staff responsible for theft of or damage to your artwork.

Artist:

Date: