

# **Frank Bette**

## CENTER FOR THE ARTS

### Prospectus: The Instructor-Student Exhibit

**Main Gallery:** December, 2023

**Receiving artwork:** Sunday November 26, 11am-5pm

**Exhibit opens:** December 1, 2023

**Opening reception:** Saturday Dec. 2, 3-5pm

**Show ends:** Friday Dec 16.

**Takedown:** Sunday, Dec 17, 11am-5pm

#### **Who may apply**

**Instructors** who offered classes and instructors who taught classes in 2023 may submit a piece of art created in the class. The art needs to be framed or ready to hang, preferably with D-ring hangers 2" from the top of the artwork.

**Students** who attended a class in 2023 may submit one piece of art created in the class. Students who took classes multiple types of classes may submit one work from each class but are only guaranteed two works in the show. The art needs to be framed or ready to hang, preferably with D-ring hangers 2" from the top of the artwork. Table top art (12x12") is welcome.

Margaret Fago will hold a framing session on Monday November 20 from 10-12pm for any artists needing help framing their work. The artist should bring the frame and a matt if needed.

#### **How to submit:**

Fill out the Inventory form, painting labels and the consignment agreement form. Bring these with the artworks to be submitted on receiving day, **Sunday, November 26, 11am- 5pm** at the Frank Bette Center for the Arts, 1601 Paru St, Alameda, CA, 94501.

#### **Entry Fees:**

There is no entry fee associated with this exhibit.

**Artist Commissions:** Artists receive 60% commission, FBCA 40%. Price your works to accommodate the commission rate. Artists are paid within four weeks of the end of the exhibit for any works sold. Please note that the center has a refund policy. Buyers may return purchased art for a full refund within 7 days of purchase with a receipt, assuming the art is in original condition.

#### **Selection process:**

Please note that the design team reserves the right to determine the layout and location (wall or tabletop) of all art in the gallery. If the design team has concerns about framing or breakage, the artist may be asked to assist the gallery to hang the art. Artists will be notified by email or phone.

#### **Publicity**

FBCA can do limited advertising. Postcards (hard copies) will be available, and artists are expected to help distribute them to friends, family, and selected local businesses. Please help us advertise the show with your social media, etc.

#### **Pick- up:**

Please pick up unsold work at the end of the show on Sunday December 17, 11am-5pm. If you are unable to pick up during those hours, please plan for someone to pick up for you or consult the gallery to make other arrangements.