

Dear Artists,

We are planning an exhibition at the Pelham Library, FontHill Branch from **August 6<sup>th</sup> to August 30<sup>th</sup>**. You are invited to bring your friends and relatives to our **reception on August 10<sup>th</sup>** to see the show and share some refreshments with us.

Please read the following requirements and suggestions before submitting your work.

### **Submission Limit**

Artists are welcome to submit up to three pieces of artwork. If we have more people submitting than expected you may be asked to choose one or two of the pieces you had planned to send rather than all three of them.

### **How to Enter**

Please make your submissions by email. **Submissions are being accepted until July 20<sup>th</sup> at the latest** or until we run out of space, whichever comes first.

### **Submission Format**

Email to this address: [edfrlw@gmail.com](mailto:edfrlw@gmail.com)

Subject: Pelham Exhibition

Body of the email: Title

Name of Artist

Medium

Price

Width, Height of painting

Phone number or email address where a potential buyer can contact you

Here is a sample:

To: [edfrlw@gmail.com](mailto:edfrlw@gmail.com)

Subject: Pelham Exhibition

Good Morning Rhonda,

Here are my entries:

Morning Calm

John Smith

Acrylic

\$450

14x11

905-963-2222

Yesterday's Dinner

John Smith

Acrylic

\$450

14x11  
905-963-2222

Evening Rain  
John Smith  
Acrylic  
\$450  
14x11  
905-963-2222

Thank you,  
John

### **Volunteers**

In order to make this exhibition a success we rely on our members to volunteer. If you are submitting work you are encouraged to volunteer by supplying a plate of appetizers, squares or cookies for our reception.

### **Artwork Labels**

Securely affix a label onto the back of each painting with the:

**Title**

**Name of the Artist**

**Medium**

**Price**

### **Drop off and Pick up**

Please drop your paintings off at the [Pelham Library, 43 Pelham Town Square, Fonthill, ON L0S 1E0](#) at 3:00 on August 6<sup>th</sup> and pick them up at 12:00 on August 30<sup>th</sup>. Please note those times on your calendar. We cannot accept work at other times, and we insist that you pick-up your work at the scheduled time.

**Lakeshore Pumphouse Artists Association, the executive or the Pelham library are not responsible for theft or damages to your painting. Each exhibitor is responsible for insuring their own work.**

When you drop-off your artwork with us, it needs to be “Gallery Ready”. We want our exhibits of your artwork to look professional, and we need to be able to install your work easily. Please ensure that you have a strong-enough braided picture hanging wire securely attached to the back of the work. The wire should have enough slack that it is easy for us to use a hand behind the work to guide it onto the rack. However, the top of the wire when pulled up should be at least 4 cm or 1.5 inches from the top of the frame so that the hanging hardware is not visible when your work is on the wall.

We have some amazing artists in our group. Let’s show the world just what we are capable of.

Rhonda Whittington