



## ARTshop

### APPLICATION PROCESS

Thank you for your interest in showcasing your artwork at our ENGLEWOOD ARTshop. We're dedicated to supporting local artists and providing our community with access to high-quality, diverse artwork. To ensure a smooth and fair submission process, please review the following guidelines before submitting your artwork:

#### Eligibility:

- We welcome submissions from artists of all backgrounds.
- Submitted artwork must be original and created by the submitting artist.
- Artwork should align with the mission and values of our arts center, promoting creativity, diversity, and cultural enrichment.

#### Submission Requirements:

- Complete the submission form provided on our website.
- Submit high resolution digital images of your artwork. Images should accurately represent the colors, textures, and details of your work.
- Provide an image list with descriptions for each submitted artwork, including titles, dimensions, medium, and any other relevant details.
- Include retail pricing information for each artwork. \*Pricing must include a 50% gallery commission.
- Artist Statement/Bio:  
Include a brief artist statement and bio. This information helps us understand the context of your artwork.

#### Submission Fee:

- There is no submission fee for artists to showcase their work in the ARTshop.

#### Selection Committee:

- All ARTshop applications are reviewed by a panel of professionals; final determination is at the discretion of the Director. As such, all artwork should be of high quality.
- ENGLEWOOD ARTshop curates items into our shop based upon available space and our need for certain types of products. If our displays are full, we will not be able to accept new items until space becomes available.

#### Deadline:

- Submissions are accepted on a rolling basis. Applications are reviewed bi-monthly.

#### Contact Information:

- Ensure that you provide accurate contact information, including your name, email address, and phone number. We will use this information to communicate with you regarding the status of your submission and any further instructions.

#### To Submit an application:

1. Download and complete the application form with the image list to accompany your images, including retail price\*
2. Choose 5 - 7 images that are representative of the work that you would like to sell
3. Include an Artist Statement/Bio
4. Email #1-3 to [info@englewoodarts.art](mailto:info@englewoodarts.art) with the subject line: ARTshop application

#### ARTshop Considerations:

If your work is accepted into the ARTshop, the following applies to all artists:

- The artwork we receive is shown alongside the work of others and is curated to showcase the work of every artist. As such, your work will be shown with other similar items.
- All 2-D artwork should be appropriately framed and/or ready to hang, with the exclusion of works placed in plastic sleeves with a matboard.
- PACKAGING: Accepted artists are responsible for packaging where needed, especially for specialty items. Paper artworks must be placed in plastic sleeves with a matboard to protect the work. Jewelry must have an appropriate sized box to be used upon sale.
- LABEL PRODUCTS: Accepted artists must label each product with labels provided by Englewood Arts. These will be barcode labels that will need to be attached to your products. Labels measure about 2 in x 1.25 in. **APPLICANTS ARE RESPONSIBLE FOR PUTTING LABELS ON THEIR OWN ITEMS.** This is to ensure that the correct labels are placed on the correct item.

We appreciate your interest in showcasing your artwork at the ENGLEWOOD ARTshop. By adhering to these submission guidelines, you help us maintain a vibrant and diverse collection of artwork for our community to enjoy. If you have any questions or need further assistance, please don't hesitate to contact us at [info@englewoodarts.art](mailto:info@englewoodarts.art). We look forward to reviewing your submissions!