

# BOTANICAL ARTISTS GUILD

OF SOUTHERN CALIFORNIA

## **“Legumes” (Catchy Exhibition Name TBD)** **Chapman University Leatherby Libraries**

**February 19 – March 26, 2015**

### **Call for Entries**

An Exhibition of Botanical Art presented by the  
Botanical Artists Guild of Southern California (BAGSC)

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## Theme:

The theme of this exhibition will focus on botanical specimens of plants in the Legume Family (*Leguminosae* or *Fabaceae*). The ecologist from Chapman University, Jennifer Funk, will provide student-written research of the characteristics of the family, and why these plants are important. This information, with additional information provided by BAGSC participants, will be formatted for educational outreach to the public. This exhibition coincides with the Leatherby Libraries tenth anniversary.

## Eligibility Requirements:

All current BAGSC members in good standing (dues paid). are eligible to enter up to three (3) original works of art.

THIS IS NOT A JURIED SHOW. However, if there are space constraints, then the exhibition committee's objective will be to display the greatest variety of subjects from the greatest number of BAGSC members. It is possible that multiple entries may not be accepted, depending on space availability and the number of submissions.

Works that do not fit the theme, or are not botanically correct within the theme may also be rejected.

Works may have been shown in previous BAGSC, ASBA, Filoli or other exhibitions.

## Subject Matter:

Botanical specimens of plants in the Legume Family (*Leguminosae* or *Fabaceae*). We will be coordinating with BAGSC artists to include as many different categories as possible within this large and complicated family.

## Media:

Original two-dimensional botanical art in any traditional media (per ASBA specifications). Work may have been shown in previous exhibitions. No prints.

There is no size limitation.

## Submissions, Number of Entries and Fees:

Number per entry: 3

**Entry fee:** \$35.00, checks made out to BAGSC and sent to Diane Daly at:  
15172 Lille Circle, Irvine CA 92604, 949 786-7122 or 949 735-7361  
Email Diane: jkndiane@cox.net

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Please write “Legumes” or “Beans, Beans, Beans” on the subject line of your check. Your check must be received by Diane Daly on or before January 16, 2015. Details about artwork delivery and pick-up will be sent out to all accepted artists at a later date.

## Submission Deadlines:

Submission forms, images (digital files, 300 dpi, in .jpg, .jpeg, or .tiff file formats, OR cell phone photos are okay) and fee due on or before: **January 16, 2015.**

Send to Diane at [jkndiane@cox.net](mailto:jkndiane@cox.net). Fee (check made out to BAGSC per instructions above) must be sent to Diane.

Digital files should be labeled with your name and a reference to the artwork title. The BAGSC “Call for Entry” form must include:

- your name,
- the artwork title,
- the accurate botanical species name,
- the framed artwork size (outside dimensions, width x height),
- the media,
- the value of the artwork, and
- whether or not the artwork is for sale.

In addition to your artwork, entry form and check, please also include a short, written description of why you selected your subject, or what you learned about it. Quotes from your descriptions may be used in the signage in the display, in the corresponding educational outreach information, or on the BAGSC Blog.

**Incomplete forms will be returned, which may cause you to lose your opportunity to participate in the show.** The entry lists will be used for compiling handouts to the public, as well as display placards. Submit your completed forms after you have made a copy for yourself, enclose the entry fee of \$35.00 and the completed **Hold Harmless Agreement**, and mail or email to Diane Daly by **January 16, 2015.**

If you have any questions, or problems sending your files, email Diane at [jkndiane@cox.net](mailto:jkndiane@cox.net), or call her at 949 786-7122 or 949 735-7361.

## Delivery of Artwork:

Deliver to Diane Daly's home or to other BAGSC volunteer “art couriers” (to be announced)

**before February 17, 2015:**

15172 Lille Circle, Irvine CA 92604  
949 786-7122 or 949 735-7361

**or**

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Deliver to the Leatherby Libraries, 2nd floor, Henley Reading Room,

**on February 17, between 8 – 11 am:**

Chapman University Leatherby Libraries, 1 University Drive, Orange, CA 92866

There is a lot of construction on the University campus; we will coordinate carpooling and parking with accepted artists.

Please transport your art in a reusable bag such as the Prat Nylon Portfolio from Blick or other similar totes. Label your transport bag or box clearly with your name and separate your pieces of art with foam board, cardboard, and/or bubble wrap to protect the frames and plexi-glass (which scratches easily). It is recommended to use cardboard corner protectors as well.

Do **not** use Styrofoam peanuts; work packed with Styrofoam peanuts will **not** be hung.

## Other Important Dates:

### Acceptance Notification:

January 23, 2015

### Set up Exhibit:

February 17, 2015: Exhibition installation. The library will attach security sensors to our paintings.

### Tentative Reception Date (to be confirmed):

February 25, 2015 at 5:30 pm, Leatherby Library, 2nd floor

### Take Down Exhibit:

March 26, 2015: Show is taken down and all artwork is removed. Artwork must be picked up at the Leatherby Libraries when the show closes. The date and time will be coordinated with Diane Daly and sent to exhibition participants.

If you cannot pick up your artwork, you must make PRIOR ARRANGEMENTS with another BAGSC member or other person, and let Diane Daly know of your plans in writing via email, letter or note before the pick up date.

## Framing:

This exhibition will use the ASBA standards of a light wood, simple, L shape frame. Works on paper, paper-based board, vellum, etc., must be framed, have a mat or spacers and be covered with Plexiglas®. Floated pieces must not touch the glass or Plexiglas®. Borderless or unframed artwork **will not** be accepted, (e.g. work clipped between two pieces of Plexiglas®).

Artwork **must arrive ready to hang** using a standard wire hanging system in order to accommodate the Leatherby Libraries hanging system. Artwork that is missing wire or hanging hardware, that has a “sawtooth” hanger instead of a wire hanging system, or has problems with frames may not be hung.

**Only Plexiglass** will be accepted. Frames with glass will **not** be hung.

**Wire:**

Picture wire only, pulled reasonably tight and looped through hangers. Top of wire should be at least 2" below the frame so that the wire will not show above the top of the frame when hanging. Make sure the wire isn't so tight that it prevents the wire from hooking over the hanger. Wire should be attached to "D" style hangers, not "screw eyes". These lie flatter and don't damage walls. They should be placed approximately 4" below the top of the frame, depending on height of frame.

**Mats:**

Mats must be white or off-white only; no colored mats or liners allowed. Mats must be clean and well cut.

Make sure hinges anchoring artwork are secure. These can come loose if not properly applied. They should be archival tape or rice paper and wheat paste. These are reversible should you need to remove the artwork.

Always label the back of your artwork, using the forms provided in this packet. Include your name, address, phone number, title of painting, media, dimensions, whether or not the painting is for sale, and value.

Work that is damaged, improperly framed, or fails to meet entry requirements will not be accepted.

If you have questions, please review the following suggestions below:

- Metropolitan Frame: <http://www.metroframes.com>. For artworks framed to 20" x 22" or less, use frame profile # 105:  
<http://www.metroframe.com/Products/Frame.php?Number=105&pagetitle=Standard-Wood-Picture-Frames-for-works-on-paper-photographs-Profile-105> For artworks framed larger than the above size up to dimensions of 28" x 30," please use frame profile #106:  
<http://www.metroframe.com/Products/Frame.php?Number=106&pagetitle=Standard-Wood-Picture-Frames-for-works-on-paper-photographs-Profile-106>. For those with larger or very deep works, either add a strainer for increased stability to the frame profile #106, or use the thicker and deeper framing option, profile 111:  
<http://www.metroframe.com/Products/Frame.php?Number=111&pagetitle=Wide-Wood-Picture-Frames-for-works-on-paper-photographs-Profile-111> FINISH: Maple, with Clear Lacquer finish.
- American Frame: <http://www.AmericanFrame.com> for the basics style frame AF106.
- Dick Blick Bamboo: <http://www.dickblick.com/products/blick-gallery-bamboo-frames/> If you are purchasing anything from Dick Blick, click on the Dick Blick website FROM the ASBA website: <http://asba-art.org/shop/our-sponsors>. The ASBA gets credit and donation support from Dick Blick.

For a good article on framing see "Hang It Up " ASBA Botanical Volume, 13:4 2007.

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## **Sale of Works and Other Important Requirements/Information:**

Your paintings may be for sale. Works may not be removed before the end of the exhibit.

We will have contact information available so sales can occur between the artist and the buyer. Chapman University will not coordinate any sales, nor will they take a commission or percentage fee on any sales. BAGSC will not be coordinating any sales, nor will BAGSC take any commission or percentage fee on any sales.

Artists who have their work for sale will be responsible for any sales tax due, and must have their own account with the State Board of Equalization. BAGSC will not be handling any sales tax for this exhibition.

## **Additional requirements and information:**

BAGSC members must sign and submit a waiver of liability with their application (included in this entry packet). All artwork must comply with framing and other requirements from this entry packet.

The Chapman University Leatherby Libraries are alarmed and the exhibition will be insured. For insurance purposes, all artists must list each painting's estimated value on the show entry form AND on the show identification label that is applied to the back of the painting, even if the artwork is not for sale. Both forms are included in this packet. There may be another standard signature form that will be provided by Chapman University, to be provided to all accepted artists at a later date.

## **Volunteering:**

BAGSC members are needed to help with the exhibition set up and take down. There may also be additional volunteer opportunities during the reception and/or exhibition that will be announced at a later date. Volunteers are needed for:

- the opening reception to talk with guests, answer questions and demonstrate;
- for hanging the exhibition;
- for signing in and signing out the artwork for the exhibition;
- for breaking down the exhibition;
- collection and transport of artwork to and/or Chapman University;
- other show-related activities as needed.

We are discussing additional educational outreach activities with Chapman University, and will keep everyone informed as they develop. To volunteer for the activities above (or any other help you can provide) please contact Diane @ [jkndiane@cox.net](mailto:jkndiane@cox.net) or call her at 949-735-7361. Please leave a message if Diane isn't available to pick up your call.

## **Contact:**

Diane Daly; [jkndiane@cox.net](mailto:jkndiane@cox.net)

H 949-786-7122

C 949-735-7361

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## Show Entry Form

Fill in with complete information on this one page for **up to three (3) paintings** you intend to enter in the show. **Incomplete forms will make you ineligible to participate in the show.** These entry forms will be used for compiling the show list and contact information for sale and insurance of artwork. Submit your completed form after you have made a copy for yourself, enclose the entry fee of \$35, and mail or email to Diane Daly to arrive no later than January 16, 2015. **Individual artists will be responsible for collection and payment of sales tax.**

Name, Address, Phone Number (Including area code) where you preferred to be reached, **AND email**

Subject: Botanical Name and Common Name (Botanical name required)	Media (watercolor, colored pencil, graphite, etc.):	Framed Size: __" w x __" h	Sales Price or Estimated Value:	If "Not For Sale" Mark Here:

## Show Identification Labels

Fill out one label for each painting and attach to the back of the painting in the lower right hand corner.

### Show Identification Labels

Name:  Address:  Phone Number:  Email:  Botanical Name: Common Name:  Media:  Framed Size (w x h):  For Sale: <input type="checkbox"/> Yes <input type="checkbox"/> No  Sale Price: Insured Value (if not for sale):	Name:  Address:  Phone Number:  Email:  Botanical Name: Common Name:  Media:  Framed Size (w x h):  For Sale: <input type="checkbox"/> Yes <input type="checkbox"/> No  Sale Price: Insured Value (if not for sale):
Name:  Address:  Phone Number:  Email:  Botanical Name: Common Name:  Media:  Framed Size (w x h):  For Sale: <input type="checkbox"/> Yes <input type="checkbox"/> No  Sale Price: Insured Value (if not for sale):	Name:  Address:  Phone Number:  Email:  Botanical Name: Common Name:  Media:  Framed Size (w x h):  For Sale: <input type="checkbox"/> Yes <input type="checkbox"/> No  Sale Price: Insured Value (if not for sale):



**Botanical Artists Guild of Southern California**

**Chapman University Leatherby Library Exhibition**

**“Legumes”**

**February 19, 2015 – March 26, 2015**

**Hold Harmless Agreement**

I \_\_\_\_\_  
understand that artwork I submit to the Botanical Artists Guild of Southern California (BAGSC) for display and/or sale at the Chapman University Leatherby Library Show, from February 29 – March 26, 2015, will be hung or displayed in the Chapman University Leatherby Library.

While all due care will be exercised by BAGSC and the Chapman University Leatherby Library, I understand that they take no responsibility for any loss or damage to the artwork sales inventories I submit, outside their standard insurance policies.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_