

## SPRINGFIELD CITY HALL GALLERY CALL TO ARTISTS

*The call is for the 2018 Exhibit Calendar*

The Springfield Arts Commission (SAC) makes this call on an annual or semi-annual basis. Artists of every level, novice to professional, are encouraged to apply.

### City Hall Gallery

Located in Springfield City Hall at 225 5<sup>th</sup> Street, the City Hall Gallery exhibits two- and three-dimensional art primarily by Oregon artists. Open hours are: Monday and Tuesday, 8am-8pm; Wednesday and Thursday, 8am-6pm; Friday, 8am-6pm, and Saturday, 10am-6pm. **Estimated 3,000 viewings per month.**

SAC invites artists interested in exhibiting 1) solo, 2) group, or 3) curated thematic exhibitions. Exhibition durations are typically four weeks. No fees or commissions are expected from artist exhibitors.

Work exhibited must be suitable to the space and its function. Before submitting entries, please review the complete guidelines for artists. These are posted on the Arts Commission website at:

[www.springfieldartscommission.org/cityhall\\_gallery.html](http://www.springfieldartscommission.org/cityhall_gallery.html)

### TO SUBMIT PROPOSALS

**Please send three documents by email or by mail for consideration:**

- 1) **Sample Images** A sample of the artist's proposed exhibition: digital images of up to 10 works which are indicative of the proposed exhibition (jpg or tiff format-300 dpi resolution). Send as either an email attachment (Word or PDF format) or as a CD or thumb drive with hardcopy application information by mail. Group applications should include images of all artists' work.
- 2) **Image List** Please provide this information for each submitted image: title, media, size.
- 3) **Artist information**
  - Name (or contact for group entries)
  - Address
  - Telephone number (home, cell, and/or work number)
  - Email address
  - Artist website (if applicable)
  - A brief artist's statement or a brief artist's bio that could be used in a press release, if selected
  - The months you are available for showing in 2018. Please list your first and second choices. **The months of March, May, June, September, and December 2018 are not available.**

Entries should be received by **September 1, 2017** by Arts Commission Liaison, Thea Hart. Submit entries:

- 1) By email (please attach documents as Word or PDF documents) to [thart@springfield-or.gov](mailto:thart@springfield-or.gov)
- 2) By mail or hand delivery addressed to:

**Springfield Arts Commission, 2018 Exhibition Season**  
**225 5<sup>th</sup> Street**  
**Springfield, OR 97477**

Selection will be made by the Springfield Arts Commission. Artists selected will be notified by **November 1, 2017**.

**Additional Information:** Contact Thea Hart, 541-726-2238 or [thart@springfield-or.gov](mailto:thart@springfield-or.gov)