

Artist of the Month Exhibiting Guidelines

All *Artist Members* are eligible to be considered for one of 12 monthly Artist of the Month slots to display their work in the museum shop. Selections are made by Artistic Director only if artists work is represented in Artist Member Gallery on Edward Hopper House website (<http://www.edwardhopperhouse.org/artist-member-gallery.html>) with a link to artists website.

- All work displayed must be original and must be for sale. We strongly suggest that sale price be kept as low as possible to encourage sales (under \$600 preferred);
- Work will not be insured by EHH. All due care will be taken to insure safety of the work, but EHH will not assume responsibility for any loss or damage while work is on premises;
- Artist may include approximately 8-12 works (depending on size) to be selected by the Artist and approved by Artistic Director. Small works are encouraged. The available wall space measures 54 x 106 in.
- Work must be framed or otherwise ready to hang with hanging wire attached to the back.
- Artist is responsible for delivery and pickup of work, or for providing pre-paid return labels with appropriate packaging for return of work.
- Work should be delivered on the last Sunday, Monday, or Tuesday of the month prior to exhibiting (call or email to arrange time).
- EHH will host a reception from 6 to 7 pm on the first Friday of the month. Edward Hopper House will provide wine and chips or pretzels. Artists are welcome to bring any other refreshments.
- Edward Hopper House will announce exhibit in press releases, emails, on home page of website, and through social media. E-blasts and social media announcements are done one week prior to opening (not sooner so as to not overshadow current artist of the month).
- Pick up any unsold work at the end of the month. Call or email to arrange time: nberlingeri@hopperhouse.org.
- EHH will receive a 35% commission on artwork sold (artists retains 65% of sale price);
- Payment will be made to artist within 30 days after close of exhibit.