



Gallery Guide & Submission Form

The Leland Cultural Arts Center is located at 1212 Magnolia Village Way, Leland, NC. More information is available online at www.townofleland.com/lcac.

The gallery features two-dimensional and three-dimensional artworks. The LCAC will schedule exhibit month, reception date and time, along with set-up and take-down times. Once the exhibition schedule has been determined, chosen artists will be contacted.

Submission Deadline is October 15, 2016

Eligibility

Artists 18 years of age and older residing in Leland, Brunswick County, and surrounding areas are eligible. All North Carolina artists may apply; however, LCAC's current goal is to feature as many local artists as possible.

Selection

1. Applications are reviewed by a committee of visual art professionals.
2. After selection, LCAC will contact chosen artists and include contracts and the exhibition schedule. Artists not chosen will be contacted via email by December 1.

Exhibition

1. Exhibits last approximately four weeks.
2. Exhibits being scheduled for January – December 2017.
3. Sales are coordinated between the artist and buyer. No artwork may be removed during exhibit dates. *In lieu of a commission, it is suggested that the artist contribute a donation from sale proceeds to our non-profit partner organization, The Friends of Leland Cultural Arts Center. www.friendslcac.org*
4. Exhibitions will have a public reception organized by the artist held at the LCAC. Typically, receptions are held on the 2nd Thursday of each month from 6 – 8 PM.
5. All transportation of artwork is the responsibility of the artist or group. All work must be ready to hang with wire attached to 2D works. Show hanging is the responsibility of the artist or group. LCAC staff has discretion to make final decisions regarding acceptance and arrangement of the works in the exhibition. ****The artist releases the Town of Leland and its employees of any responsibility for any damages or theft of any artwork.****
6. Artwork not removed on the take-down date will incur a \$10 a day storage fee due at time of pick up.
7. The Town of Leland and the LCAC reserves the non-exclusive right to reproduce images of the selected artwork, without financial obligations of any type, for the purpose of promotion, documentation, course instruction and other non-commercial purposes.



8. The Town of Leland and LCAC may use images of the artist and art reception attendees for the purpose of promotion, documentation, course instruction and other non-commercial purposes.

Submission

1. Submit 7-10 images on a Windows compatible CD or a web link to access images of artwork. Include images or links to artwork that is representative of work for the LCAC exhibition.
2. An annotated list corresponding to submitted images including: Title, medium, description, dimensions and title of show.
3. Artist statement of no more than one page.
4. Single artists or groups are all eligible to apply to show together. Please submit only one application for group exhibitions.
5. If submission is approved, artist will be required to fill out an additional form to complete the process. Forms will be sent via email once the exhibition schedule is determined and should be returned in a timely fashion to secure the exhibition dates.
6. Please send a headshot of artist(s) for show publication. Suggested white or simple background and please do not submit selfies taken with rear-facing phone cameras. Please have someone take this photo for you.

**Please note all artwork submitted is not guaranteed to be placed in the gallery. Because LCAC is NOT a traditional gallery but rather an arts education facility we have the right to remove art that warrants concern from the public.*



Submission Form

Name of Individual/Group _____

Contact Name _____

Address (City, State, Zip) _____

E-mail _____

Website _____

Phone(s) _____

Application Checklist

- CD/Link to Art Work
- Annotated Image List
- Artist Statement
- Artist(s) Headshot
- Application Form

Artist/Group Certification

I/we certify that all artwork is my own/our own and I am/we are the sole owner(s) of the rights to these works.

Signature

Date

Submission Information

Artwork (Can be both)

2D _____ Media _____

3D _____ Media _____

Show Titles/Themes Encouraged

Title _____

1. Materials must be submitted by mail, in person, or electronically to the LCAC by **October 15, 2016**.
2. Incomplete packets will not be considered.
3. All submission packets become property of LCAC and will not be returned.
4. This is a submission form only and does not guarantee exhibit space.

Questions/Contact

Leland Cultural Arts Center
1212 Magnolia Village Way
Leland, NC 28451
(910) 385-9891

lcac@townofleland.com
www.townofleland.com/lcac

Chosen artists will be notified by November 15, 2016.