

UNDERGROUND

GALLERY

GALLERY AT THE SAA COLLECTIVE

Underground Gallery Terms and Guidelines

The SAA Collective is excited to present its newest featured space, the Underground Gallery. This exhibition space is dedicated to enhancing the community's art experience by exhibiting a wide variety of artists, media, and styles from both our collective members and Central Illinois artists. Artists may apply individually or as a group. We require each artist in a group application to fill out the form and specify the proposed members in the comments section.

ELIGIBILITY

- Open to Artists in Central Illinois over the age of 18.
- Work must be created in the last 5 years.
- The artwork submitted must be original and created by the artist. It cannot be a copy of another artist's work or include copyrighted material unless it has been significantly altered.
- Work must not exceed 36 inches in any direction without prior approval.
- Work must not exceed 15 lbs.
- Work must be finished and ready for gallery installation with appropriate weight wire and fasteners on the back. Gallery staff is happy to assist artists in preparing work for exhibition. Please contact the gallery well in advance of your exhibition drop-off to schedule an appointment.

HOW TO APPLY

- Visit SpringfieldArt.org/Underground to complete the entry form online or mail to SAA Collective at 105 North 5th Street, Springfield, IL 62701
- Artists may submit only 1 image per entry. Be sure your image is well-lit and cropped.
- Your JPG file name must be Artist's Last Name, First Initial, dash, and Title.
Example: Smith J – Tree in the Woods.JPG
- Files must not exceed 5 MB.

NOTIFICATION:

The gallery will choose the exhibition dates for the artist based on the pairing of artists' work we feel will work best together unless the application is a part of a group proposal. If an artist cannot

exhibit during the selected exhibition they may request to be rescheduled. If an artist has enough work to fill the gallery, they can apply for or be offered a solo exhibition. The SAA Collective does not guarantee artists a schedule date.

LEGAL INFORMATION

By submitting work to this exhibition all artists agree to the following terms.

ARTWORK DELIVERY & PICK-UP

Accepted works are to be delivered to the SAA Collective gallery one week prior to the exhibition date. They may be dropped off on Friday or Saturday between NOON – 5 PM. Please contact the gallery to make arrangements if you cannot make the specified drop-off dates. Work received after 5 PM on the Saturday before the exhibition opening will not be exhibited.

All delivered artwork must be accompanied by an exhibition inventory and agreement form as well as an artwork ID tag. These will be emailed to all artists during notification.

Accepted works must remain for the duration of the exhibition.

Artworks must be picked up at the close of the exhibition that Friday or Saturday from NOON – 5 PM. Work not picked up within 30 days will become the property of the gallery.

PUBLICITY

The Springfield Art Association reserves the right to photograph and reproduce, in color or black & white, all artworks for this exhibition, regardless of copyright, for educational and/or publicity purposes. Artists retain full copyright of the work.

SALES

The Springfield Art Association will retain a 35% commission on all artwork sales directly attributed to the exhibition. All prices set by the artist at the time of entry to include the 35% commission. The price will remain the same for the exhibit as listed on the entry form. Artists may choose to list work not for sale.