



Temple Sinai Art Gallery
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1 Community Road
Marblehead, MA 01945
www.temple Sinai web.org/gallery

Temple Sinai is recognizing artists in our North Shore community in a series of gallery shows. Each show's theme will vary, highlighting the work of one artist or several artists represented. The Gallery has one large area for displaying the artwork. There will be three exhibits a year, with each exhibit lasting six weeks, and the themes of each exhibit may complement the universal themes in the Jewish calendar. The show receptions will generally be held at the conclusion of the Shabbat service, approximately 12:30 pm on Saturdays. The current exhibit will begin on January 12, 2014 and the theme for this show is "The Tree of Life." For more information visit www.temple Sinai web.org/gallery.

TECHNICAL GUIDELINES

- A submission form must be completed and received by the Temple by December 6, 2013.
- The Art Committee, which includes Rabbi Aaron Fine, will select the artists who will exhibit and will make the final decision on which piece(s) will be hung.
- No more than twelve digital images of art should be submitted on a CD/DVD or online portfolio, which should be provided either via the Temple's website or to the Temple office during office hours, 9:00 AM to 1:00 PM, Mon-Fri.
- If mailing, a hard paper copy should be included with the disk, containing the following:
 - A numbered list noting the medium and size of each image giving titles where possible.
 - A resume with artist name and contact information including an email address and website (if available).
 - A self-addressed, stamped, mailer envelope should be included with the CD so that we may notify you of the Committee's decision. If your artwork is accepted, your CD will be returned following the exhibit.
 - Files must be in JPEG form with a resolution of at least 700-1000 pixels/dpi and each image must be clearly numbered and labeled.
- Artists will be notified of the Committee's decision by December 12, 2013.
- Temple Sinai will take a 10% sales commission on any work sold.

HANGING INFORMATION

- Art must be two-dimensional and no larger than 30" x 48".
- All work must be framed and wired.
- No wet paintings will be accepted.
- Metal frames over 40" high must have plexi-glass rather than glass.
- Work MUST have screw eyes (or the like) and wire across the back of the work.

Temple Sinai has the right to reject work that does not comply with the above.

DROP-OFF AND PICK-UP

- A list of accepted artwork with titles, medium, and prices, should be included for display in the office and gallery.
- Artwork and list should be dropped off to the Temple office by January 3, 2014.
- Artwork must be picked up from the Temple within one week of the show's closing, due to a lack of storage space.
- Artwork retrieved by a third party must be arranged in advance and must be accompanied with a photo ID.
- A \$5.00 late fee will be assessed per day on all work not retrieved by the specified pick-up date.
- Temple Sinai is not responsible for work that is damaged, lost or stolen, and artwork left more than one month after the pick-up date becomes the property of Temple Sinai, unless specific previous arrangements have been made with the Temple.

EXHIBIT FORM

- The SIGNED SUBMISSION/EXHIBITION FORM must be completed and submitted by the artist when the artwork is brought into the Temple. The form lists the title, media, and sale price on those items which are for sale.

PUBLICITY

- Temple Sinai will submit press releases to local and regional media outlets, as time allows, and also will include exhibit information in the Temple Sinai Newsletter and on its website
- Shore website, and will distribute flyers

RECEPTION

- The Temple will provide coffee, tea, and a small repast at the reception which will be on January 18, 2014 at 12:30 PM. Donations by the artist are greatly appreciated to help defray the cost.
- Each artist will be encouraged to give a brief, 2-3 minute overview of his or her work.
- Gallery hours:
 - Monday and Friday, 9:00 AM to 1:00 PM
 - Saturday, 12:00 to 1:00 PM
 - Thursday and Sunday by appointment

DEADLINE OVERVIEW

- Submission Form due to Temple Sinai by December 6, 2013
- Committee will notify artists by December 12, 2013
- Labeled Artwork Drop-Off by January 3, 2014
- Exhibition Hanging and Showing by January 11, 2014
- Official Exhibition Opening & Reception January 18, 2014
- Artwork Take-down by February 17, 2014
- Artwork Pick-up by February 21, 2014