



Mission

The mission of the JAXPORT Gallery is to showcase local visual arts within Northeast Florida. The Gallery will display new and existing works by emerging and established artists of high quality. Through exhibitions the Gallery is dedicated to the cultural enrichment of the Jacksonville community, the State of Florida, and the Southeast region.

About JAXPORT Gallery

Located on the first floor of JAXPORT Headquarters, the Gallery features local artists rotating on a bi-monthly basis. JAXPORT Gallery is open during normal JAXPORT Headquarters hours and admission is free.

Call to Artists

The exhibits are open to artists of most media, including painting, printmaking, drawings, photography and mixed media. The following information will help you in the submission process. In addition to the talent of the artist, the Gallery looks for artists with a strong desire to promote their work. All works must be framed or ready to hang.

The Gallery curator reviews artists six times per year. Please do not call regarding the status of your submission; artists will be contacted when they are selected. After reviewing the submission form and accompanying images, gallery may request a studio visit or the provision of original artwork before making its determination.

ALL INFORMATION BELOW MUST BE SUBMITTED FOR CONSIDERATION:

1. Ten to fifteen low-resolution jpeg images or website links with the images you would like to show.
2. Artist Biography and Artist Statement – a summary in Word of your experience, including a description of your work and your inspiration. Six hundred words or less.
3. Promotion Statement – a paragraph in Word on how you as an artist will promote the show. Creative uses of your resources are considered in the jurying process.
4. Completed Call to Artists Submission Sheet.

Curator: Meredith Fordham Hughes

Email: meredith.fordham@jaxport.com

Website: www.jaxport.com/arts



Call to Artists Submission Sheet

Please print clearly

Artist Name _____

Phone Number _____ **ALT #** _____

Address _____

Email _____

Web Address _____

Check List:

- 1. Ten to fifteen low-resolution jpeg images or website links with the images you would like to show.
- 2. Artist Biography and Artist Statement – a summary in Word of your experience, including a description of your work and your inspiration. Six hundred words or less.
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Artist and Gallery Responsibilities

ARTIST RESPONSIBILITIES:

Set up

1. Artist is responsible for delivery and pick up of his/her artwork from the gallery. If the artist does not pick up artwork from JAXPORT within 60 days, JAXPORT has the right to dispose of the artwork as the curator sees fit.
2. Artist must submit a 300 dpi image (5"x7") of work that will be used for the postcard and all promotional materials.

Promotion

1. Send electronic and hard copy post card to personal mailing list.
2. Agree to be interviewed by media.
3. Agree to put show on personal website & use alternative resources to promote art

Reception/ Meet the Artist Event (A reception or meet the artist opportunity is scheduled at the discretion of JAXPORT)

1. Attend at the artist reception and agree to speak to reception attendees.

GALLERY RESPONSIBILITIES:

Promotion

1. Create show postcard.
2. Draft and send email blast to mailing list and local media.
4. Publish show information on jaxport.com

Collateral Pieces

1. Create flyer for display stands in gallery area.

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I have read these responsibilities, and I fully understand and agree with the contents, meaning, and impact.

_____ Artist Signature

_____ Print Name

_____ Date

_____ Artist's telephone number

_____ Print Name of JAXPORT Rep.

_____ Signature of JAXPORT Rep.