

Dear Artist,

Congratulations! If your name appears in the Watercolor West 2018 Juror Results, it means Juror Katherine Chang Liu selected one of your artworks for the 50th Watercolor West International Juried Exhibition. This is the first and most important step in getting your painting into the Exhibition. The remaining steps are:

- Verify that you have correctly identified the painting that was selected.
- Frame according to City of Brea Art Gallery requirements.
- Complete required paperwork especially the *City of Brea Art Gallery Loan Agreement*. This is a new form that must be fully completed and signed before the City of Brea Art Gallery will accept your painting.
- Deliver the painting to the City of Brea Art Gallery or ship it to OC-FAS.
- Pass the inspection by the Watercolor West Screening Committee.

1. **Identifying Selected Painting**

This is especially important if you have entered more than one painting as no substitutions are allowed. Go to www.onlinejuriedshows.com and login using your email address and OJS password. Click “*your Artist Profile*”, click *50th Watercolor West International Juried Exhibition* and you will see your first image. The jury result for that painting will be under the thumbnail view. If you submitted more than one piece in the exhibition, go to the next image by clicking the page number. When you find the accepted image, click on the “*acceptance letter*” and you will find a link back to www.watercolorwest.com, click on *For Prospectus and Exhibition Information* where you can download and print the Artist Label, City of Brea Art Gallery Loan Agreement, and other forms.

2. **Framing**

Requirements from the City of Brea Art Gallery as they appeared in the Prospectus:

- Painting and mat(s) must be properly secured in position, with both the interior and the exterior of the frame clean and free of debris, stains, scratches or breaks.
- Framed painting must not exceed 48” in either direction and the minimum visible image cannot be less than 140 square inches.
- Only plain wood or metal frames. No shiny metallic frames.
- Flat finish in black or neutral colors only such as beige, ivory, taupe, grey and shades of white. No bold colors.
- Completely flat with squared corners. No fluting or raised grain or round frames.
- Frame may be up 1.5 inch (3.81 cm) wide.

- Only white mats, single or double matted. No colored liners.
- Plexiglas only. No glass.
- Ready to hang with proper picture hanging wire attached. No saw-tooth hangers.

See illustrated examples of acceptable and unacceptable framing at www.watercolorwest.org, click *For Prospectus and Exhibition Information, Framing Requirements*.

Framed paintings not adhering to the City of Brea Art Gallery framing requirements will be disqualified and returned at owner's expense. Exhibition fees are not refundable.

3. Paperwork

To find, download, and print needed forms and instructions go to

www.watercolorwest.com click *For Prospectus and Exhibition Information*

- *Artist Label*: Complete the *Artist's Label* and tape it to the top right side of the back of your painting.
- *City of Brea Art Gallery Loan Agreement (New)*: Fully complete and **sign** this new form. Put it, along with the *Artist Bio*, in a 10"x13" manila envelope with your name printed on the front, and tape it to the top left side of the back of your painting.
- *Artist Bio*: Complete a one-page bio describing your art background, experience, and anything that you might want a viewer to know about you. Do not include personal contact info such as your address. Print your bio on a single sheet of 8.5"x11" paper. **Do not fold it**. Put it in the same manila envelope as the completed and signed *City of Brea Art Gallery Loan Agreement*.
- *Shipping Instructions*: If you wish to ship your painting, print the instructions and complete *Artist's Information for Shipping Agent OC-FAS*
- If someone else is authorized to pick up your painting please complete the *Authorization for Third Party Pickup*

4. Delivery

A. In Person:

Hand deliver your framed painting to the City of Brea Gallery on September 30th from 3pm to 5pm. Be sure the *Artist Label*, completed and signed *City of Brea Gallery Loan Agreement*, and *Artist Bio* are taped to the back.

B. Third Person:

If you cannot deliver your painting in this time window you may authorize someone else to do it on your behalf.

A. Shipping:

- You may ship your painting to OC-FAS for a fee of \$55.
- Do not ship directly to the City of Brea Gallery.

- Carefully review the Shipping Instructions.

5. Physical Inspection:

This final stage will entail a review of the entry's adherence to the Watercolor West transparency, plagiarism and other requirements, as well as all of the City of Brea Art Gallery's standards including those regarding size and framing as specified in the Prospectus. Paintings found not to be in compliance at this stage will regrettably be declined. The decisions of the Screening Committee are final.

We invite you to attend the informative Watercolor West Seminar series in the City of Brea Council Chambers starting with a lecture and demo by Christopher Schink on September 29th. On September 30th this year's juror Katherine Chang Liu will discuss the 105 paintings she selected and give a lecture on contemporary landscape, figurative and abstract art. To register, visit www.breagallery.com or call the City of Brea Art Gallery at 714-990-7731.

We also invite you to attend and enjoy the Opening Reception and Awards Ceremony on Saturday, October 13th from 5pm to 7pm at the City of Brea Art Gallery. Award selections will not be revealed until this Opening Reception. If you are planning to attend please RSVP in the *City of Brea Art Gallery Loan Agreement* form.

The 50th Watercolor West International Juried Exhibition will close at 5 pm on December 16, 2018. Pickup of hand delivered paintings will be on Dec 16th from 5pm to 6pm and on December 17th from 10am to noon. If you would like to authorize someone else to pick up your painting for you, please provide them with a completed and signed "*Authorization for Third Party Pickup of Hand Delivered Painting*" form to present at pickup.

Shipped paintings will be returned in the containers they arrived in. Allow at least three weeks for the container to arrive.

Albert Setton, Exhibition Chair
50th Watercolor West International Juried Exhibition