Frederick County Public Schools Faculty Exhibit  |  Artwork Drop-Off Form

Exhibit Dates: March 7* – 29, 2020
*Exhibiting artists and their guests are encouraged to attend the new exhibit openings from 3 – 5 pm on Saturday, March 7.

Artwork Drop-Off: Thursday, February 27 – Tuesday, March 3, 10am – 5pm*
* The Delaplaine is open on Sundays from 11am – 5pm.

Artwork Pick-Up: Sunday, March 29, 4:30pm – 5pm & Monday, March 30, 10am – 5pm

Conditions of Exhibition: Artwork must be original of the artist. Artwork must not have been previously exhibited at the Delaplaine. Artwork must remain on view for the duration of the exhibit. The Delaplaine reserves the right to refuse any work for any reason. Artists are solely responsible for delivery, pick-up, and any unusual installation requirements. All artwork must be received by the Delaplaine ready to hang or install. Artworks must be fitted firmly in a frame or otherwise prepared for installation. Taut wire for hanging should be at least 1/3 distance from the top of the frame. Saw-tooth hangers or easel back frame will not be accepted. Gallery wrapped canvases should not have sides left unfinished. The Delaplaine will insure the artwork from the time of delivery until the designated pick-up time (for an amount that shall not exceed the sale price less commission). Any work left at the Delaplaine for longer than the designated pick-up dates may be disposed of at the Center’s discretion. The Delaplaine will retain a 30% commission for any works sold during the show (20% commission for Delaplaine members). Submission of an artwork constitutes permission to photograph it for publicity purposes and agreement with all conditions set forth herein. For questions regarding these conditions, please contact Sydney Dexter at sdexter@delaplaine.org, or 301-698-0656 x 108.

Fill out the information below (please print). This portion remains attached.

Name: _______________________________
Phone: _______________________________
Email: _______________________________________
Title: ________________________________________
Medium: _______________________________
Price: _____________________________________
NFS? Insurance Value: _______________________
Artist signature: _______________________________

Delaplaine Staff signature: _______________________

Fill out & place this label to the back, upper right corner of the artwork (please print). 3D- attach to back or base.

FCPS Faculty Exhibit 2020

Name: _______________________________
Phone: _______________________________
Email: _______________________________________
Title: ________________________________________
Medium: _______________________________
Price: _____________________________________
NFS? Insurance Value: _______________________

Artist signature: _______________________________

NFS? Insurance Value: _______________________

Delaplaine Staff signature: _______________________

Name: _______________________________
Phone: _______________________________
Email: _______________________________________
Title: ________________________________________
Medium: _______________________________
Price: _____________________________________
NFS? Insurance Value: _______________________

Artist signature: _______________________________

NFS? Insurance Value: _______________________

Delaplaine Staff signature: _______________________