

WCAG Truewood Gallery at Truewood by Merrill, Georgetown: Exhibit Guidelines

The WCAG Truewood Gallery at Truewood by Merrill, Georgetown, Exhibit Guidelines apply to the dedicated WCAG-managed art exhibit area(s) in Truewood by Merrill at Georgetown assisted living facility located at 4907 Williams Drive, in Georgetown. These **Truewood by Merrill Exhibit Guidelines** and the required **“WCAG Truewood by Merrill at Georgetown Exhibitor Agreement”** form are **available to read and print** from the “Exhibit” page of the guild website: **wcart-guild.org**. The Truewood Gallery Exhibit Coordinator(s) will serve with the Board as the official WCAG points of contact with Truewood by Merrill regarding the Guild’s exhibit at that facility. Therefore, it will be inappropriate for individual artists to negotiate or arrange the scheduling or planning/details pertaining to exhibits with the Truewood by Merrill facility.

The Truewood Gallery has started holding artist receptions once again but are limited to 1 per quarter. Dates and times will be announced.

Submissions to Exhibit at Truewood Gallery:

- Coordinator will receive submissions from dues-paid WCAG artists via email.
- Artists will sign up for 1 month exhibit periods at this time. We will rotate
- between solo and group exhibits.
- For group exhibits please submit between 1-3 pieces per artist. For a solo
- show you may display as explained in *“Exhibit Information”* below.
- Submissions will not be juried.
- Only “hospital friendly” art will be displayed.

Exhibiting Artists:

To submit a request to be scheduled for a 1 month exhibit period at the Truewood Gallery, dues paid artists will be required to complete, sign and email the “WCAG Truewood Gallery at Truewood by Merrill, Georgetown Exhibitor Agreement” form to the Truewood Gallery Exhibit Coordinator:

Solo Exhibits: Ellen Greeney, at the email address: goEllen2@aol.com

Group Exhibits: Patti Wojtowecz, at the email address: pwojtowecz@austin.rr.com.

Exhibit Information:

For exhibitor planning, the Truewood Gallery hanging system can accommodate up to 15 11x14 or smaller 2D art pieces, or 12-14 larger pieces, not to exceed a combined weight of 160 lbs. *

Artists must commit and agree to have their art work at the front entrance of Truewood by Merrill on their designated drop off date.

Exhibit coordinator will send an email to remind artists of their exhibit obligations several days before hanging and pick up dates.

Exhibit coordinator will be present at drop off and pick up to offer assistance in any way they can including hanging the exhibit.

It is a legal requirement that your pieces to be hung at any time during the assigned period (including those 'on hold' to be changed-out) must be listed individually on the agreement form. To satisfy this requirement, additional works must be added to the list *during* the exhibit if they replace earlier hung/listed pieces (e.g., as a result of sales or removal for other reasons). *We do ask that artists try to work with the buyer to let their work remain in the exhibit until the pick up date.*

WCAG art pieces hung with the Truewood Gallery hanging system must use appropriate strength steel hanging wire attached via sturdy D-rings affixed to the back of the frame (ideally less than 1/3 of the distance down from the top of the frame) so that the wire is not visible when hung. Frames and glass should be dusted off and clean.

Labels: The exhibit coordinator will make the art label for the wall. Please be sure you have a label with your information, including the title of your work, on the back of your piece as well.



Labels must look professional and: be white or off-white; be approximately 3" x 5" in size; be rigid or backed; contain **all and only** the content items specified to the left; and appear *similar* to this example (border not required). Labels should be uniform among the concurrent exhibitors for each assignment period.

Art Sales:

Truewood by Merrill (including our interface Misti) nor the WCAG will have any direct responsibility or involvement in artist-to-resident or artist-to-staff sales discussions or negotiations for WCAG-member artwork exhibited in that facility. Once a sale has been finalized between buyer and seller, the following procedures must be followed.

If the purchaser is a resident, then removal and handover of the art piece to that resident will be performed by Truewood by Merrill (Misti), and the resident's payment will be transported and handed to the selling artist by Truewood by Merrill (Misti) at the front door of the Truewood by Merrill at a mutually prearranged time following the completion of the sale negotiation.

If the purchaser is Truewood by Merrill staff or other internal worker, then with the post-sale authorization from the selling artist, that purchaser will remove and take possession of the art themselves, and they will make payment directly to the selling artist either: at the front door of Truewood by Merrill at a mutually prearranged time/place following the sale; or via any other payment arrangement agreed upon between buyer and seller (including mail, PayPal, external meeting, etc.).

The WCAG Exhibit Coordinator should be informed of all sales. The artist should ask the buyer if they can wait until the end of the exhibit to take the piece home. If for some reason the purchaser cannot accommodate this, please let the coordinator know.

Last updated 6/2020