

# Wilmington Art Association At Gallery Citrine

## Guidelines for Submission

### Introductory Remarks

For the past few years WAA has presented the Wilmington Art Association show and sale in Gallery Citrine, Wilmington, NC. Shows were juried and held quarterly. Shows consisted of a combination of 2D and 3D artists and each artist accepted into a quarterly show paid a rental fee to Gallery Citrine for each 3-month period. The show is open to all WAA members. As pieces were sold Gallery Citrine paid the artist.

Beginning in 2024 there will be a change in format for each quarterly exhibit. The changes are significant to WAA members and are being implemented to show WAA support for the exhibit at Gallery Citrine and to allow more artists to display their work per quarter.

### Changes of note include the following:

- WAA will pay the rental fee for the gallery space at Gallery Citrine.
- Individual artists will no longer be required to pay the quarterly fee prior to their work being exhibited. However, any WAA member wishing to be in the window, and selected, pays an annual fee of \$35 to WAA rather than the current quarterly fee of @\$225. There will be no further costs to artists for their submissions during that calendar year (other than the commissions on sales explained below).
- WAA assumes responsibility for jurying in/selecting pieces for display. Art displayed in the WAA show and sale will continue to be 2D and 3D and be selected/juried by a small panel consisting of members of the WAA Executive Committee and Gallery Citrine management.
- WAA in concert with Gallery Citrine assumes responsibility for managing the window.
- The quarterly show will have deadlines for submission and acceptance as does any art show and sale (see details below with important dates, submission requirements).
- Gallery Citrine will process payment of all art sales and make subsequent payment to WAA each quarter. WAA will in turn make payments out to each artist at the end of each show/quarter. Venmo continues to be the preferred method of payment. If you require a paper check, please make sure your address is updated in the WAA membership files or email the WAA treasurer at [md@dbcpas.com](mailto:md@dbcpas.com) with your information. The sale price of each piece will now be split between WAA (30%) and the artist (70%). The gallery will process all sales on Square and remit the sales tax. This is to offset WAA for rental fee. Again, this is a no-risk alternative for artists who now pay the quarterly fee in advance of their show.
- Previous quarterly shows allowed space for three 2-D artists and two 3-D artist, each artists was allowed multiple piece as long as they fit within a prescribed square-foot/artist limit. It is hoped that this juried show will allow for up to 15 to 20 or more artists to display at least one piece of their work per quarter. The intent is that this format will interest artists who thus far have not participated and will be much more representative of WAA artists overall.
- As pieces sell, they will be replaced by other work that has already been accepted into each quarterly show. The replacement piece does not have to be from the same artist.

## Submission of Art

WAA will issue a call for art on a quarterly basis. Individuals wishing to participate in the window will be asked to notify WAA of their intent to participate and electronically forward no more than 3 images at any time. Intent to submit will be via email at [WAAartgallery@gmail.com](mailto:WAAartgallery@gmail.com). For each entry, one photo image, title, size, medium and price will be required.

- Submissions should be no larger than 600 square inches. WAA reserves the right to turn away accepted art if not framed and wired properly or not appropriate for other reasons (e.g., too large).
- Individual artwork will remain in the window no more than 3 months at a time.
- Unsold pieces removed from the window will be held at Gallery Citrine for one week. Unsold pieces will be removed from display for at least one quarter before they can be displayed again if artists wish to resubmit. Unsold artwork may be picked up during Gallery hours.

Participating artists will be asked to promote the WAA display at Gallery receptions (e.g. 4<sup>th</sup> Friday) and on social media.

## Proposed Timeline and Schedule

The proposed changes and restructuring of the WAA Gallery announced at November WAA General Meeting on November 9.

The quarterly schedule will follow that which has already been established (Jan-March; Apr – Jun; Jul-Sept; and Oct-Dec). The schedule and important dates will be posted as part of WAA annual calendar on the website as well as social media.

Each quarterly Call for Art will also go out via Newsletter and social media.

- The Call for Art will generally occur during the first 10 days of the 2<sup>nd</sup> month in each quarter (see attachment). Notification of Jury Selections will be by the end of that month (see attached).
- For the end of 2023/first quarter Jan-March 2024 the schedule is a little different due to the changing schedule. Generally, the call will occur, and artwork accepted, during the 2<sup>nd</sup> month of each quarter. For this first call, it will occur during the week of November 13-17, 2023 and the deadline for on-line submissions is Monday, November 27, 2023.
- Notification of Jury selections will be announced during the week of December 4<sup>th</sup>, 2023.
- Accepted work is due at Gallery Citrine the 1<sup>st</sup> week of January 2024 during gallery hours. More specific details will be announced as holiday schedules are determined.
- The Jan-March Winter Exhibit will be on display beginning January 8, 2024 through the end of March 2024.

**Wilmington Art Association at Gallery Citrine**  
**IMPORTANT DATES 2024**

First Quarter (January – March)

February 1-10	Artists submit artwork for April-June exhibit
February 26-29	Artists notified of acceptance
March 23-24	Artists bring accepted artwork to Gallery Citrine

Second Quarter (April -June)

May 1-10	Artists submit artwork for July-September exhibit
May 27-31	Artists notified of acceptance
June 29-30	Artists bring accepted artwork to Gallery Citrine

Third Quarter (July – September)

August 1-10	Artists submit artwork for October -December exhibit
August 26-30	Artists notified of acceptance
September 28-29	Artists bring accepted artwork to Gallery Citrine

Fourth Quarter (October- December)

November 1-10	Artists submit artwork for January – March 2025 exhibit
November 25-29	Artists notified of acceptance
December-January TBD	Artists bring accepted artwork to Gallery Citrine