



California Watercolor Association
50th National Exhibition
January 11– February 22, 2020

FRAMING GUIDELINES

These framing guidelines are intended to help ensure the safety of your artwork, the safety of its handlers, and to maintain a high standard of presentation for the CWA 50th National Exhibition. Paintings considered unsafe for hanging may not be hung at the discretion of the Gallery Presentation Chair. Any repairs or adjustments will result in extra charges.

- Use neat and sturdy metal or wood frames with square corners. No ornate or rococo frames.
- Solid acrylic glazing is required. **ABSOLUTELY NO GLASS.** Floated art must not touch the plastic.
- Mats, if used, shall be white or off-white, clean and neatly cut. Thin, colored liners are acceptable.
- Backing material shall be foam board or acid-free backing materials, **NO** cardboard backing. Wood frames may have a paper backing (dust cover) attached to the edge of the frame.
- Picture frame hangers **MUST** be flush with the frames; **NO** sawtooths, clamps or eye hooks.
- Wire must be fastened securely, with the wire ends taped. Center of wire should reach two inches below the top of the frame.

HANDLING and STORAGE FEE

All accepted paintings will have a handling and storage fee of \$50. Please make the check or money order payable to CWA and include it with your painting.

PAINTING LABEL

[Please print your personalized painting label from this link.](#) Find your name on the page, click the link and print the label. Please check "Print Background Images" in your print dialog box so the CWA logo shows up. Cut it out and attach the label to the upper left of the back of your painting.

HAND DELIVERY INFORMATION

Receiving for hand-delivered paintings will be Saturday, November 16, 2019, 10 am – noon

Lafayette Christian Church
584 Glenside Drive
Lafayette, CA 94549
Telephone: 925-283-8304

Checklist for Hand-Delivered Paintings

- \$50.00 handling/storage fee (check or money order made payable to CWA)
- Painting Label, attached to the upper back left corner of painting
- Signed CWA Artist Show Contract
- Signed Harrington Gallery Contract
- One- or two-page biography or artist statement (optional)
- Catalog Order Form (optional)
- Harrington Opportunities page (optional)

Pick Up Hand-Delivered Paintings

Hand-delivered paintings may be picked up on Tuesday, February 25, 2020, between 12 noon – 2:00 pm, Harrington Gallery, Firehouse Art Center, 4444 Railroad Ave, Pleasanton, CA. Any entry retained in the possession of CWA more than three months beyond the close of the 50th National Exhibition becomes the property of CWA.

DOMESTIC SHIPPING INFORMATION

Please arrange for your shipped painting to arrive between November 11 – 15, 2019. **Use only UPS or FedEx for shipping.** Ship paintings directly to:

California Watercolor Association
c/o Lafayette Christian Church
584 Glenside Drive
Lafayette, CA 94549
Telephone: 925-283-8304

Shipping carton **MUST** be strong and sturdy. We recommend reusable cartons, preferably Airfloat Strongbox containers or equivalent. **PLEASE NO wooden crates, screws, nails, or Styrofoam peanuts. Your painting will be ineligible for the exhibition and returned immediately if these materials are used.** If you are using a shipping service to pack your painting, double check with them that they will not be using Styrofoam peanuts to fill the box.

Insurance is the artist's responsibility. CWA recommends that you purchase your own "supplemental" insurance if you are concerned about damage or loss to your painting. Consult with your insurance professional.

Checklist for Shipped Paintings

- \$50.00 handling/storage fee (check or money order made payable to CWA)
 - Painting Label, attached to upper back left corner of the painting
 - Signed CWA Artist Show Contract
 - Signed Harrington Artist Show Contract
 - One - or two-page biography or artist statement (optional)
 - Catalog Order Form (optional)
 - Harrington Opportunities page (optional)
 - Prepaid, addressed return shipping label (**FedEx or UPS ONLY**)
- All labels must include a bar code.**

Shipped paintings will be returned after February 26, 2020, according to your **prepaid return shipping instructions.**

INTERNATIONAL SHIPPING INFORMATION

The international shipping information is for any accepted artist residing outside the continental United States. CWA will frame the painting and include it at the awards judging and in the exhibition. Roll the painting and place it into a sturdy, weather-proof tube, and send it to the following address:

California Watercolor Association
c/o Iretta Hunter
349 Bolero Drive
Danville, CA 94526 USA
Telephone: 925-330-2988

Please email Iretta Hunter (iretta.cwa@sbcglobal.net) if you will be using this option.

Note: In order for the image to be included in the awards judging, the painting must reach us no later than **Monday, October 21, 2019**. If the painting arrives after that date, it will still be framed and included in the exhibition.

In addition to the standard handling fee of \$50, CWA requests \$100 to cover the extra handling and framing, for a **total fee of \$150.00** (payable through PayPal to CaliforniaWatercolor.org). Include a printed receipt of the payment with the painting.

At the end of the exhibition, we will send the painting back to you (within three weeks of the end of the exhibition) rolled and packaged in the same manner we received it. Include a prepaid, addressed return shipping label, **FedEx or UPS ONLY. All labels must include a bar code.** If you have any questions, please email Iretta Hunter.

If you choose to send the painting framed, please ensure the frame conforms to the Framing Guidelines on the first page. And also ensure the shipping carton matches the recommendations under Domestic Shipping Information.

Checklist for International Shipped Paintings

- Printed receipt of \$150.00 handling/storage fee paid through PayPal to CWA
- Painting Label, to be attached by CWA to upper back left corner of the painting
- Signed CWA Artist Show Contract
- Signed Harrington Artist Show Contract
- One- or two-page biography or artist statement (optional)
- Catalog Order Form (optional)
- Harrington Opportunities page (optional)
- Prepaid, addressed return shipping label. **FedEx or UPS label must have bar code.**



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ARTIST SHOW CONTRACT

(For the transport, storage, handling, and display of painting)

I voluntarily submit my painting, (titled) _____, to the California Watercolor Association (CWA) for the 50th National Exhibition during the months of October 2019 – February 2020.

I understand that this painting has been selected for this exhibition, and that it will be transported by private or commercially owned vehicles by one or more members or volunteers of CWA from our judging location to the storage location, to the Exhibition venue, and returned to the shipping venue.

Neither CWA nor any member or volunteer of CWA has liability insurance in connection with these transport and storage activities, and that the storage and transport of this painting is performed on a totally volunteer basis by CWA members and/or volunteers, and is requested by me or by the painter who has authorized me to submit it to receiving.

I, therefore, waive all claims of loss or damage of any kind whatsoever resulting directly or indirectly from transport, storage, handling, hanging and display of paintings and hold harmless and indemnify CWA and its members, volunteers or business locations in the event that the painting is damaged, destroyed, lost or stolen. I further agree that any entry left over three months beyond the close of the exhibition becomes the property of CWA.

Date:

Signature

Please Print Name

CITY OF PLEASANTON
Community Services
P.O. Box 520
Pleasanton CA 94566

ARTIST AGREEMENT
CWA at HARRINGTON GALLERY
50th National Exhibition
January 11 through February 22, 2020

FIREHOUSE ARTS CENTER
4444 Railroad Ave.
Pleasanton, Ca 94566
(925) 931-4849

Artist Name _____ E-mail _____

Address _____

Phone _____ Cell _____ (City) _____ (Zip) _____

Website Address _____

I will be participating in the California Watercolor Association's 50th National Exhibition to take place at the Harrington Gallery, Firehouse Arts Center, from January 11 through February 22, 2020. The period of the loan is from Monday, January 6 to Tuesday, February 25, 2020.

I understand that I will offer work(s) of art for sale during the exhibit, and that the City of Pleasanton shall handle the sale of the art and retain a 30% commission on all sales that occur during the exhibit or as a result of the sale. I must complete, sign and return a W-9 form to the City of Pleasanton in order to receive payment.

I understand that the Firehouse Arts Center is publicly accessible, is used both during and after business hours with limited security, and that the Harrington Gallery in particular can be locked separately from the rest of the facility. I understand that the City shall not be responsible for providing any increased level of security or supervision of the exhibit areas.

I understand that the loaned works are insured with the City of Pleasanton's own policy while it is in its possession, that the work will be insured for the amount of the sales price less 30%, not to exceed fair market value and subject to proof of value, and that the City is not responsible for gradual wear and tear or for damage to works caused by factors beyond the City's control.

I agree to allow the Firehouse Arts Center to use photographic reproductions of the works and to document and promote the exhibition or for educational purposes, in all media, including the Internet.

I understand that the use of City property to display art exhibits is not intended to, and will not be construed to turn such city property into a public forum. The Firehouse Arts Center retains the right to place or remove from the exhibition any works of art covered by this loan agreement at its sole discretion. The Visual Arts Coordinator, or his or her designee, shall have the final authority over the arrangement and placement of all works in the exhibition as well as the duration of each exhibition. The City reserves the right not to exhibit any loaned artwork(s) and to end an exhibition at any time.

I understand that if it is deemed necessary due to the number and size of works received in this collection and the limited space within the Harrington Gallery, staff may elect to install a portion of the work in the art center's upstairs exhibition space.

With my signature I agree to all terms.

Name (Print) _____ Name (signature) _____

Date _____ Title of Artwork _____

California Watercolor Association 50th National Exhibition Catalog Order Form

Please complete order form, attach check, and include with your shipped or hand-delivered painting. You may also mail the order form to:

Ruth Miller
74 N. Jackson Way
Alamo, CA 94507

_____ **Please check here** if you are attending the CWA National Exhibition Reception at the Harrington Gallery on January 11, 2020, and wish to pick up your **pre-paid** catalog order. The catalog shipping and handling fee will be waived.

SHIPPING INFORMATION

Name: _____

Address: _____

City: _____ State: _____

Zip: _____ Phone: _____

QUANTITY

_____ Catalogs x \$15.00 each

Shipping & Handling (see below)

Total Amount Due
(Make check payable to CWA)

TOTAL

\$ _____

\$ _____

\$ _____

Note: Catalogs will be available in January 2020.

SHIPPING & HANDLING CHART (USA only)

Number of Catalogs	Shipping & Handling Fee
1	\$ 2.50
2	\$ 3.50
3 to 5	\$ 6.00
6 to 10	\$12.00

Harrington Gallery Opportunities (optional)

We are planning several special events to honor our 50th National Exhibition anniversary. Hopefully, you will add your unique talents to our celebration. See the three optional opportunities below. Include this page with your delivered painting. Also note, all accepted artists joining us for the opening reception on January 11, 2020, will receive a celebratory “swag” bag!

GALLERY TOURS

In order to inform and engage our visitors more accurately during gallery tours, we'd like to know the inspiration for your painting, and if there were any interesting techniques utilized. Also check the box if you would like to give a gallery tour.

- Yes, I would be interested in giving a tour at the gallery.

GALLERY DEMONSTRATIONS

Demonstrations are planned for Wednesday afternoons, 1:00pm to 3:00pm, during the length of exhibition. Artists will be paid \$150 and encouraged to bring matted work to sell to attendees.

- Yes I would be interested in giving an artist demonstration at the Gallery.

Please circle a Wednesday you are interested in: January 15, January 22, January 29, or February 5. Ruth Miller will be in touch with you to coordinate these demonstrations.

My topic will be _____

POSTER

In celebration of our 50th National Exhibition, we are printing one painting as a 13" x 9" poster, Harrington Gallery curator's choice, to be offered for sale during the exhibition. The artist will receive 60 percent of the proceeds.

- Yes, I give permission for my painting's image to be printed as a poster to be sold at the Harrington Gallery during the exhibition.

Signed: _____

Email: _____ Telephone: _____