



## ***“The World Outside the Window”***

**September 16 - November 14, 2024**

### **EXHIBITION LOGISTICS**

REGISTRATION DEADLINE: Wednesday, September 11, 2024

ART DROP-OFF: Thursday, September 12 2024 from 3:00PM – 6:00PM

OPENING RECEPTION: Friday, September 20, 2024 from 6:00 PM – 8:00 PM

ART PICK-UP: Thursday, November 14, 2024 from 3:00PM – 6:00PM

#### **ELIGIBILITY**

All artists are eligible. Each Artist may submit up to **three** pieces of original art for sale. There is a \$10 fee to enter one or two pieces, \$15 to enter three. The Gallery at Lower Bucks Campus will receive a 25% commission from all sales to be applied to the BCCC scholarship fund for the benefit of students at the Epstein Campus at Lower Bucks. BCCC will handle all art sales.

#### **ELIGIBLE WORKS**

For this show, artwork may composed of any medium. All work must be original. Both 2-D and 3-D original art will be accepted. **2-D works must be framed and properly wired for hanging. No saw tooth hangers, brackets or holes will be accepted.** Gallery wrap with finished sides (no staples showing) will be accepted. Maximum size is 40" x 40" including frame. **All work must be for sale** and pre-registered, with identification card completed and attached to the back of each work. 3-D works must be accompanied by an appropriate base or pedestal for display with completed identification card attached. Maximum weight limit is 30 pounds.

Although not a juried show, all work submitted will be evaluated for both content and quality. Substandard work will not be accepted. As the Gallery is located in an open, public space, particular attention will be placed upon the appropriateness of the artists' work in terms of it being suitable for viewing by all audiences. The Gallery at Lower Bucks Campus reserves the right to refuse any work deemed not appropriate for viewers of all ages. It is kindly requested that each piece of art is submitted to one show only (is not repeatedly submitted). It is also requested that once art is submitted and hung, it remains on site through the duration of the show.

**LIABILITY**

The Gallery at Lower Bucks Campus shall be held harmless in all matters except for damaged artwork, as set forth, and as more fully described on the Loan Agreement Form, to be signed by the artist at time of drop-off. BCCC will insure artwork from time of delivery and acceptance through designated pick up hours. No insurance coverage will apply after the date/time of pick-up posted above.

**DELIVERY**

All works to be delivered to BCCC Lower Bucks Campus, 1304 Veterans Highway, Bristol, PA. All 2-D work must have completed identification card attached to the back of work. 3-D works must have completed identification card affixed to the piece and be accompanied by a base or pedestal, and should be identified with artist’s name. There will be showcase space available for fragile work and jewelry.

**PICK-UP**

Artist assumes all responsibility for their work if not picked up by end of pick up time. (See “liability” above).

**AGREEMENT**

By submitting artwork to this event, you agree to the conditions set forth.

**REGISTRATION**

All work must be registered by the deadline posted above. *Entrance fees must be paid at the time of drop off.* Due to the logistics involved with coordinating the hanging of the exhibition, there can be no exceptions to this rule. Please include your name, title of your work(s), medium, price and artist group affiliation (if applicable) in correspondences and send to:

Susanne Potash  
Bucks County Community College –Epstein Campus at Lower Bucks  
1304 Veterans Hwy  
Bristol, PA 19007

**-OR-**

[Susanne.Potash@bucks.edu](mailto:Susanne.Potash@bucks.edu) email subject line: **The World Outside the Window**

**ATTACH TO BACK OF WORK:**

\_\_\_\_\_

Name

\_\_\_\_\_

Phone number

\_\_\_\_\_

Title

\_\_\_\_\_

Medium

\_\_\_\_\_

Price

**ATTACH TO BACK OF WORK:**

\_\_\_\_\_

Name

\_\_\_\_\_

Phone number

\_\_\_\_\_

Title

\_\_\_\_\_

Medium

\_\_\_\_\_

Price



## The World Outside the Window

September 16 - November 14, 2024

### Loan Agreement

The following items are on loan for the duration of the exhibition. All borrowed artifacts are covered by The Gallery at Lower Bucks Campus insurance wall to wall. The responsibility of The Gallery at Lower Bucks Campus ends the moment the artifacts are returned to the owner or designated individual. Any insurance claims must be noted upon return of the work and must be filed in writing within one week of that date. Claims will be for the cost of repair unless the work is beyond repair. Total claims must be supported by sales receipts of comparable pieces or a computation of time and materials. Unless permission is declined here, it is understood that these artifacts may be photographed and reproduced for publicity purposes connected with this exhibition, including use on our website and College-administered social networking websites, i.e. Facebook, Instagram, X (Twitter), etc. A 25% commission will be held by the Bucks County Community College Foundation on all works sold.

Title	Medium	Insurance value/Price
_____	_____	_____
_____	_____	_____
_____	_____	_____

The conditions of this loan as stated above are accepted.

\_\_\_\_\_  
name (please print)

\_\_\_\_\_  
address

\_\_\_\_\_ phone \_\_\_\_\_  
email

\_\_\_\_\_ date  
signature of lender/artist

*Rose J Cooper*  
\_\_\_\_\_

signature of Gallery representative

**Be sure to fill out this form neatly and completely  
as it will be used to produce your wall labels.**