**75th Annual MATA Membership Exhibition - 2016**

www.MilwaukeeAreaTeachersofArt

**SUBMISSION GUIDELINES**

All entries need to be digital photos of the entrant’s original art work. Images should be true representations of the work including color and proportions. If entering 3D works artists are strongly encouraged to enter multiple views of the piece in one image and/or additional detail images. Detail images are limited to no more than two per piece. *(Please submit details* ***only*** *if needed to fully represent the artwork.)* Name the image files as directed and make sure they are the correct size and resolution.

**IMAGE FILES FORMAT and SIZE**

**Images must be saved as JPG files.**

**The image file should LESS THAN 2MB in size.**

Only use the JPG file format. Do not submit tiffs, psds, pdfs, etc.

Please try not to submit larger file sizes.

You can use Photoshop or other image editing programs to resize larger images. Or you can experiment with your camera’s settings. *(Members unfamiliar with how to do this or who don’t have the computer resources are encouraged to seek help from a friend or a fellow MATA member. Image submissions may be sent from any computer.)*

**IMAGE FILES NAMES**

Name the jpg files as follows:

LastnameFirstInitial\_1.jpg

LastnameFirstInitial\_2.jpg

LastnameFirstInitial\_3.jpg

If entering details, add a letter after the number. For example, if there are two detailed images for the first entry, they would be named:

 LastnameFirstInitial\_1A.jpg

 LastnameFirstInitial\_1B.jpg

**Please make sure that the numbers assigned to your work on the entry form correspond to the above numbering system.** (LastnameFirstInitial \_1.jpg would be #1 on the entry form etc.) This will help in matching the digital file to the title, media and other written information about the work on the entry form.

**SUBMIT IMAGE FILES via EMAIL**

 TO **lcdorow@yahoo.com**

 SUBJECT MATA ENTRY – “Artist’s Name”

 MESSAGE “Artist’s Name”

 Mata Membership Show 2014

 **ATTACH**  IMAGE FILES

 (**DO NOT** paste the images into the body/message of the email.)

 **Double check everything and *then* SEND**

**SUBMIT ENTRY FORM and FEES via SNAIL MAIL**

 **TO: Tori Tasch, W285 N7357 Bark River Road, Hartland, WI 53029**

**PREPARATION FOR EXHIBITION**

WIRE HANGERS ONLY with the wire at least one inch from the top of the work.

**NO SAWTOOTH HANGERS**

ALL WORK must be FRAMED or otherwise appropriately PREPARED FOR EXHIBITION and INSTALLATION.

Participants using any form of technology must provide and set up their own supporting equipment. This includes sculptures or 3D work requiring pedestals or other supports that are larger or beyond the scope of what MATA provides. If installation of the artwork is challenging and requires special directions, the artist should plan to be present to assist with the installation on April 9th.

Please be prompt in the delivery of your work to the **MPL Central Library** on **Saturday, April 9 between 9:00 – 10:00 a.m.**

**CALENDAR**

**March 13 Entry Deadline**

**Mar. 13-19 Entries formatted for Jurying**

**Mar. 20-26 Jurying**

**Mar. 27-Apr 2 Artist Notification**

**April 9 Installation (deliver work 9:00-10:00am)**

**April 10 – May 20 Exhibition Dates**

**April 15 - 16 Gallery Night (until 6pm) and Day (9am-5pm)**

**April 16 Gallery Day Reception at the Library: 3-5pm**

**Awards Event: 5-7pm - Location TBD**

**May 21 Take-Down (pick up work 9:00-10:30am)**

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