

# ThinkSmall11 Exhibition Prospectus

You are one of hundreds of national and international artists invited to submit a work of art in any medium no more than 3 inches x 3 inches (x 3 inches, if three-dimensional) to ThinkSmall11, the Biennial International Invitational Miniature Exhibition held at Artspace in Richmond, Virginia. If you participated in one or more of the past ThinkSmall invitationals, we're glad to have you back again. If this is your first time, we're happy to have you join us for ThinkSmall11.

**Exhibition Dates: Friday, October 22, 2021 through Sunday, December 12, 2021**

**Gala Preview Reception: Thursday, October 21, 2021** from 6 to 9pm. Each participating artist receives 1 free ticket and can purchase 5 tickets to the Gala Preview at the discounted price of \$10 each. Regular tickets will be \$20. Tickets include a free beverage.

**Exhibition Opening: Friday, October 22, 2021** from 6 to 9pm. Free and Open to the Public

## **Due Dates for Submissions:**

Work may be dropped off in person at Artspace's new location: 2833-A Hathaway Rd, Richmond, VA 23225 (in the Stratford Hills Shopping Center) from Wednesday, October 13, 2021 through Sunday, October 17, 2021 from 3pm-6pm.

Work being commercially delivered should be sent to our temporary office at 2101 Maywill St, Richmond, VA 23230 and must arrive no later than Friday, October 15, 2021.

Any work that is not delivered to Artspace by 6pm on Sunday, October 17, 2021 is subject to exclusion from the exhibition. If special arrangements are needed for delivery or installation please email Dana Frostick at [danafrostick@artspacegallery.org](mailto:danafrostick@artspacegallery.org) or [thinksmallart@gmail.com](mailto:thinksmallart@gmail.com). Artspace is not responsible for damage during transit of your artwork to and from the gallery. All artwork submitted must be for sale. Artspace actively encourages sales and will retain a minimum of 50% commission from work sold. All proceeds from sales benefit Artspace, a 501(c)3, non-profit organization, EIN: 62-1375828.

**Delivery Services:** The artist must pay all shipping costs, to and from Artspace. If you use the United States Postal Service do not ship with a service that requires a signature. Priority Mail provides a tracking number and automatically insures your shipment for \$50.00 and does not require a signature upon delivery. Please provide a method of payment for return shipping.

**Shipping address: Artspace, 2101 Maywill St., Richmond, VA 23230, USA**

**Return Dates:** Pick up of hand-delivered work can be made 2-6pm Sunday, December 12, 2021, and on Monday, December 13 and Tuesday, December 14 from 2-6pm. The gallery will be closed for the Holidays after Tuesday, December 14, 2021 until Wednesday, January 19, 2022. If you need to make special arrangements for pickup contact Dana Frostick at [danafrostick@artspacegallery.org](mailto:danafrostick@artspacegallery.org) or [thinksmallart@gmail.com](mailto:thinksmallart@gmail.com).

Regular gallery hours will resume with our Fourth Friday Opening on January 28, 2022. Shipped work that is unsold will be returned by the same carrier, in the same container between January 19 and January 28, 2022 if return shipping has been provided.

**Insurance:** Your work is insured while on view at Artspace; however you may wish to insure your work during transit.

**Sales:** To encourage sales, price your work between \$50 and \$250. All work submitted must be “For Sale.” The ThinkSmall11 Biennial is a major effort to raise operating funds for Artspace through sales of artwork. You may donate a larger portion of your sales if desired, on the Artwork Submission Form.

**Limited Liability:** Unless prior arrangements have been made, any unsold artwork that has not been returned to or picked up by the artist by Sunday, February 6, 2022 will become the property of **Artspace**.

**Read the following Guidelines carefully: Work must not exceed 3 inches (7.62 cm) in any dimension** (height, width and depth). There is no minimum size. Work may be of any shape (rectangular, circular, etc.) and medium (drawing, painting, photography, sculpture, etc.)

**Artspace will accept one to three pieces per artist.** There should be a relationship between the pieces; for instance, a diptych or a triptych, or all work in the same medium or part of a series, etc.. **Frames or displays may not exceed 12 inches (30.48cm) in any dimension.** 2D works should be framed and wired, ready for hanging. Framing is not required if the work can be exhibited without a frame, such as work mounted on panel, metal, or Gatorboard, or gallery wrapped canvases, for example. When shipping framed work use only Plexiglas.

Artwork must remain in the gallery for the entire exhibit. Early withdrawals will not be considered. **Work that does not meet the guidelines in this prospectus may be excluded from the show at the discretion of the Curator.**

When your work is completed, please fill in the online [Artwork Submission Form](#) and print out two copies for inclusion with each piece you submit. Attach one copy to the work submitted and attach one to the packaging. Mail or hand deliver your work to Artspace during the specified delivery periods. **Printed forms will be available at the gallery if you are hand-delivering and are unable to submit the form online or cannot print out the two copies requested to accompany your artwork.**

**Online Catalog:** To have an image of your work included in the ThinkSmall11 online catalog on the **Artspace** website at [artspacegallery.org](http://artspacegallery.org), please upload a photo for each piece of your work ( .jpg or .png no larger than 2MB per file) with your [Artwork Submission Form](#) along with all requested information (title, medium, size and price).

Dana Frostick, ThinkSmall11 Committee Chair and Curator  
[danafrostick@artspacegallery.org](mailto:danafrostick@artspacegallery.org) or [thinksmallart@gmail.com](mailto:thinksmallart@gmail.com), phone: 804-232-6464

**Artspace** is a nonprofit gallery for the visual and performing arts promoting the understanding and awareness of contemporary art. EIN: 62-1375828