

Materials

Proposals must include the following materials:

- 15–25 images, clearly identified with artist, title, date, media, and dimensions or accompanied by a list containing the same information. Acceptable image formats include slides or photographs, marked pages in catalogues or books, and PC-formatted CDs or DVDs. Please do not send only URLs for web review or email messages. *If the work you are proposing to exhibit is unfinished, please provide examples of similar past work and any other materials that would help the committee visualize the finished product.*
- Statement about work proposed for the Fermilab Art Gallery.
- Current resume or CV including exhibition history as well as contact information (for each participant if a group proposal).
- SASE for return of materials, if desired.

Please address submissions to:

Fermilab
P.O. Box 500
Attn: Georgia Schwender MS 232
Batavia, IL 60510

Artist Responsibilities

If accepted, artists must:

- Prepare work for display. 2-D art must be matted, framed and ready for hanging. Artists working in 3-D or time-based media must supply their own display or audio-visual equipment unless other arrangements have been made in advance.
- Transport or ship work to and from Fermilab at their own expense.
- Provide requested materials, artist statement, price list, and digital images 3 weeks prior to exhibit.
- Be present for the opening reception.

Fermilab Responsibilities

In return, Fermilab will:

- Install and de-install the artwork.
- Send press kits to local media outlets and art critics.
- Mail announcement postcards to up to 90 members of the artist's personal mailing list, as well as to its own mailing list, which includes Museum members and local galleries.
- Host an opening reception. Fermilab is also willing to collaborate on the arrangement of an artist talk or another additional event in conjunction with the exhibition.
- Insure exhibited work against loss or damage for the duration of the exhibition.
- Facilitate communication between the artist and potential buyers. Fermilab does not charge commission for any work sold.

Further questions, please contact Georgia Schwender, Georgia@fnal.gov, 630-840-6825