

**Student & Alumni/ae Art Exhibit
McCormick Days 2018**

Theme: Engaging Holiness

McCormick Days

October 18-19, 2018

The exhibit will continue
through November 19.

ARTIST SUBMISSION INSTRUCTIONS:

1. Please complete the form below and send a copy along with images/description of your work to Shawna Bowman at: sbowman@mccormick.edu **No Later than Sept. 10.** A new form must be filled out for each piece of artwork you wish to submit (you may submit no more than two pieces).
2. You will be notified about your submissions' inclusion in this year's Exhibit by September 17.
3. If your work is selected, bring your artwork and a copy of this form to the submission table at McCormick Days Registration **NO LATER than 9AM, Thursday October 18th.** If you arrive in Chicago prior to Thursday morning, you may drop your work and this form at the receptionist desk between 9AM – 5PM, Monday – Friday. **Please do not drop off artwork if staff is not present to accept your work and submission form.**
4. If you are submitting work that is chosen for the exhibit and plan to ship the work, please plan to ship it so that it arrives no later than Monday, October 7th. Contact Shawna Bowman for more info regarding shipping work at: sbowman@mccormick.edu.
5. Artwork can be 2D or 3D, work that requires hanging must include wire securely attached to frame. If your work is larger than 3 ft. square please email sbowman@mccormick.edu before submitting.
6. Save the receipt at the bottom of this form, which is required to claim your art after the show.

ARTIST INFORMATION & NON-INSURED LOANED ART AGREEMENT

To be completed by artist:

Artist name (print): _____

Current Student Alumni/ae Degree Program/Graduation Year(s) _____

Phone #: _____ E-mail Address: _____

Please provide a brief description of yourself (optional): _____

Title of work: _____ Year artwork completed: _____

Medium: _____ Value of work: _____

Size of work: H _____ W _____ D _____ (Provide depth for 3-D works only)

Please Describe how your work intersects with our McCormick Days Theme of Engaging Holiness:

Please indicate any special instructions for your artwork.

Please read the following and sign below, indicating your agreement:

CONDITIONS GOVERNING LOANED ART

1. McCormick Theological Seminary (MTS) will exercise the same care with respect to loans as it does in the safekeeping of its own property.
2. Artist acknowledges that the MTS is not responsible for damage to or loss of artwork listed on this form. The artwork listed on this form will not be insured by MTS. The artist acknowledges that if insurance is desired, it must be secured by the artist independently.
3. Unless arrangements to extend the loan have been made, the work shall remain in the possession of the borrower for the period specified on the face of this sheet but may be withdrawn at any time by the directors of the exhibition.
4. The work will be returned only to the lender named herein or to their representative duly authorized in writing. If the lender should die or be adjudged bankrupt, the work will not be surrendered except to a duly certified, court-appointed executor, administrator, or trustee.
5. The artist may include information about the sale of the work but MTS will not be responsible for any types of transactions. Interested parties can contact the artist/lender directly.
6. If MTS is unable to return the object within sixty days after the termination of this Agreement, for want of instructions from the Lender, and no special arrangements have been made for the return of the object, MTS shall have the absolute right to place the object in storage, to charge the Lender regular storage fees, and to have and enforce a lien for the cost of storage fees. If after one year from such termination the object has not been reclaimed, then, and in consideration for storage during such period, the object shall be conclusively deemed to be an unrestricted gift to MTS.

“I agree to loan my work for the duration of the McCormick Days Art Exhibit (Oct. 18 – Nov. 19 2018).

I have read the conditions governing loans and understand that works may not be removed early unless by mutual consent.

I agree to make arrangement to have my work delivered or to pick up my work after 11/19/2018 and no later than 12/31/2018. I understand that if I fail to pick up my work in this timeframe, my work may be discarded.

Artist signature: _____

Date: _____

ARTIST RECEIPT

Objects submitted for display at the art show will be available for pickup from the McCormick Reception desk after November 19th. If a representative will pick up the artwork on your behalf, give this receipt to them. **Work will not be released without this receipt.**

Art must be picked up after 2/12/2018 and **no later than 2/19/2018**. Unclaimed pieces may be discarded.

Artist name (print): _____