

## About Manifest:

Manifest Creative Research Gallery and Drawing Center is a 501(c)(3) non-profit arts organization based in the urban neighborhood of East Walnut Hills in Cincinnati, Ohio. The organization is supported by grants and public donations and has the goal to support student professionalism, integrate the arts into the urban residential community, and raise the bar on artistic standards. The mission also includes the ongoing support and display of drawing in all its various forms. The galleries are free and open to the public five hours a day, five days a week, presenting works by professionals and students from all around the world.

## Mission statement:

Manifest stands for the quality presentation, experience, and documentation of the visual arts, engaging students, professionals, and the public from around the world through accessible world-class exhibits, studio programs, and publications.

## To submit:

<http://www.manifestgallery.org/guidebook>

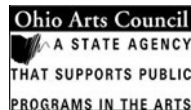
## Calendar:

April 16	Deadline for receipt of entries
April 23	Notifications sent by email
April 27	Hi-res images needed for catalog and PR
May 18-22	Artwork due to Manifest
May 28	Opening reception
June 25	Final Day of Exhibition
June 26-July 2	Pick-up/ship artwork

## Entry Checklist:

- Completed entry form (online required)
- Entry fee: Check, money order, or PayPal
- Digital images formatted as directed

Funded by:



# MANIFEST

CREATIVE RESEARCH GALLERY  
AND DRAWING CENTER

FineArtsFund

An International  
Competitive Juried Exhibit

## A Call for Works of Collage and Assemblage

Deadline: April 16, 2010



## GUIDEBOOK

**MANIFEST**

[www.manifestgallery.org](http://www.manifestgallery.org)  
2727 Woodburn Ave. Cincinnati, OH 45206

## Theme

Creativity and cultural expression find sources of inspiration in surprising places, and within unexpected materials. One might say that the truly creative life is one lived in such a way that ordinary things, or those not commonly considered 'artful' are suddenly seen as being sublime. Certainly many types of art can provide a glimpse into this creative way. But works of collage and assemblage might do it best. So, with **GUIDEBOOK** Manifest sets out to assemble an exhibit which explores such work - an exhibit that may in fact serve as a guidebook to a creative, enlightened way of seeing and being in the world.

## Eligibility

GUIDEBOOK is open to any artist submitting original works of art. Professionals and students in ALL disciplines are encouraged to submit. Manifest is eager to receive works of varying types and sizes.

## Media

Open to any media applicable to the practice of collage or assemblage including but by no means limited to mixed forms of painting, printmaking, digital/new media, photography, sculpture, drawing, installation, etc..

## Delivery and Return of Work

All work accepted for the exhibition must arrive ready to install. Works not gallery-ready, or not exhibiting good craftsmanship, may be omitted from the exhibit. Accepted work that differs significantly from the entry images or suffers from poor presentation, will be disqualified. Work may be hand delivered or shipped. Shipped works must be sent in a reusable container **with return shipping prepaid**. Works will be returned in the same manner as delivered (or via UPS/USPS). All work must arrive at Manifest by the specified date (see calendar). Accepted work will remain on display for the duration of the exhibition.

## Jury and Curator

Manifest's selection process involves a complex two-part system. This project will be juried by a 9-12 member panel of professional and academic advisors with a broad range of expertise. The jury will then pass along their scores to the project curator who will assemble the final selections from the jury-approved pool.

## Entry Fee

**Each work** submitted must be accompanied by a \$10 non-refundable entry fee. Number of entries is unlimited. Entry fee must be paid by U.S. check or money order made payable to MANIFEST in U.S. funds, or by credit card via PayPal. Detail images may be included at no additional cost but should only be included when necessary to explain or reveal the nature of the work more clearly.

## Insurance

Works will be insured while on gallery premises. Insurance covers theft, vandalism, damage caused by gallery patrons or staff (in accordance with insurance policy). PLEASE NOTE: Insurance does not cover damage caused during shipping due to any reason, including mishandling by carrier or failure of packaging to protect works in transit. Also not covered is damage caused to work by failure of the work itself, its mounting systems installed by the artist, or disintegration or degradation due to the nature/quality of materials or craftsmanship.

## Catalog

Manifest will produce a full-color catalog documenting the work exhibited. Exhibitors will receive one free copy of the catalog. Manifest is unique amongst galleries and museums around the world for designing and producing a high-quality full-color book for every exhibit produced. Artists will receive their copy either in person when retrieving work after the exhibit, or with the return shipment of their artwork. Additional copies can be purchased via the online bookstore. For examples of past catalogs visit the Bookstore on the Manifest website.

## Sale of Work

All work, unless indicated as not for sale (NFS), will be available for sale during exhibit. Manifest Gallery will retain a commission of 30% on all artwork sold during the exhibition.

## Images

In an effort to conserve resources Manifest accepts only digital images and entry forms for consideration. (see details below). The Gallery will retain the submitted images of accepted artwork and reserves the right to use the images in publications and gallery publicity. CD's of works not selected will only be returned if accompanied by a SASE. **(online entry form required and emailed images highly preferred over mailed CD)**

## Image Format

Digital images should be sent by E-MAIL (email to: show@manifestgallery.org). The images must meet the following specifications: File names = artist's **last name (underscore) first name**, followed by the entry number as noted on the entry form (i.e. **Jones\_Mike\_1.jpg**).

Detail, installation, or alternate view images *must* include the word **'detail'** in the filename (i.e. **Jones\_Mike\_1detail1.jpg**).

Image files should be in HIGH QUALITY JPEG format, images should be no smaller than 1000 pixels in any direction (about 13") and 72dpi. Images must be oriented properly (i.e. top of image is top of artwork) and must *not* include artist's name, or other descriptive text within the image itself, nor contain borders, frames, or margins except as part of the actual work. Video work should be sent with similar naming conventions in quicktime compatible format.

**PLEASE follow these specifications carefully. Feel free to contact Manifest for assistance if you have questions. The email and online submission process is HIGHLY PREFERRED because it makes our process more efficient and saves postage and materials for the artists.**

## To Send Images

Via email - Include the artist's full name as subject along with 'GUIDEBOOK submission' sent to: **show@manifestgallery.org**

If it is necessary to send images or video on CD: Clearly label the CD with the artist's full name. Follow the image specs above for file format/naming. (email submission preferred)

*Hi-Res, print-quality images will be required for accepted works upon conclusion of the jury process. If suitable images are not provided, the work will not be included in the catalog.*

**DEADLINE: APRIL 16, 2010**

## ENTRY FORM:

**(online submission required)**

**www.manifestgallery.org / guidebook**