

## **ARTWORK PREPARATIONS**

Art Supervisors Association Required Preparation Of Your All-County Art Submissions:

Note: Please be reminded that each teacher submitting artwork for the ASA All-County Exhibit plays an integral part in the success of the entire festival. Due to the large volume of work being handled by our Receiving Committee (over 1,200 pieces) and eventually mounted by the Installation Committee, it is imperative that each district and their art staff members prepare the student work using the specific guidelines that have been clearly outlined. While most art educators have demonstrated exceptional cooperation over the years in following the requirements for mounting, some selected individuals have not, creating a myriad of problems for the association members.

Therefore, please assist our association by reading the Call for Entries, the important information listed below and by complying with all of the specifications that have been outlined.

Required Specifications:

- All artwork must be two dimensional and flat
- No relief work. No glitter. No stretched canvas
- Maximum size of artwork – 18" x 24"
- Must have a 2.5" mat or mounting for the student label that will be affixed by ASA
- Total overall size of matted / mounted work should not exceed 24" x 30"
- Must not include any labels affixed to the front of artwork by the submitting teacher
- No frames and no glass
- On back, write: Student Name, Grade, Teacher, District, and indicate "TOP"
- • Mark the scholarship winner as such on the back of the piece
- • Mount artwork in a secure manner. Avoid spray glue and staples.
- 3D work maximum 20"H x 15"w x 15"d (pedestal will be provided) 1 per district.

Important Exhibition Information:

- ASA reserves the right to reject work that does not meet the criteria, contains inappropriate subject matter, is not suitable for hanging on foam core or is late.
- Customized all-county labels will be provided
- All work will be displayed on white foam core boards
- DO NOT Notify students of impending All-County status until the invoice arrives
- Artwork will not be released to any parent at the conclusion of the exhibit on 3/19.
- ALL WORK MUST REMAIN FOR THE FULL DURATION OF THE EXHIBIT.