



STUDIO MONTCLAIR ViewPoints 2017 INSTRUCTIONS

PLEASE READ CAREFULLY AND **MARK YOUR CALENDARS**

1. Hand-Delivery: Thursday, May 25th and Friday, May 26th from 10:30am to 4pm.

aljira, a Center for Contemporary Art
591 Broad Street
Newark, NJ 07102-4403

For all questions, contact Kevin Darmanie, Exhibition Designer/Installer
Phone: 973-985-4284
Email: thestrapking100@yahoo.com

2. Shipment Delivery – same address as above. Schedule receipt at Aljira from Tuesday, May 23 to Friday, May 26. (NOTE: Gallery closed on Mondays)

Prepaid return shipping documents **MUST** be included. **DO NOT** send cash or checks to cover costs. Work **WILL NOT** be displayed unless prepaid return is received. If work is coming from outside the USA, the artist is responsible for complying with all USA Customs regulations and requirements and for providing all necessary documentation.

3. Opening reception: Saturday evening, June 3 from 6-9pm. Cash awards will be presented.
4. Pick-up of Work: Friday, July 7th, from 10:30am to 4pm and Saturday, July 8th from 11am to 4pm.
5. Clearly mark your 2D work on the back or bottom with your name, title, price, telephone and/or email. Mark other work appropriately.
6. Out-of-town Artists: We will forward to you a press release. Please add your personal information and send it to your local paper. Please send Studio Montclair a copy of the article when printed.
7. All Artists: Studio Montclair will email you a PDF invitation to the exhibition which you may further distribute.
8. **ALL ARTISTS !!** Send complete and updated resumes and artist's statements (optional) to Studio Montclair, 108 Orange Road, Montclair, NJ 07042 (DO NOT FOLD) or email as a Word document or PDF file to smi@studiomontclair.org. Do not staple. You may also



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send postcards or brochures to be included in the Artists' Book. DO NOT WAIT UNTIL DELIVERY DATE. Please forward NOW. Thank you!

9. Directions: Visit the Aljira website at <http://www.aljira.org/visit/>

10. Note: aljira gallery hours:

Wednesday – Friday: noon to 6pm

Saturday: 11am to 4pm

SEND YOUR RESUME NOW.

MARK YOUR CALENDAR FOR DELIVERY, RECEPTION AND PICKUP DATES.

PLEASE FOLLOW INSTRUCTIONS.

FAILURE TO COMPLY MAY RESULT IN YOUR WORK NOT BEING EXHIBITED.

THANK YOU!!