

VIEWPOINTS 2018 ARTIST INSTRUCTIONS
PLEASE READ CAREFULLY AND MARK YOUR
CALENDARS

1. Hand-Delivery: **Saturday, May 19th and Sunday, May 20th from 10am to 4pm.**

Studio Montclair
127 Bloomfield Avenue
Montclair, NJ 07042

For all questions, contact Phoebe Pollinger, Chair ViewPoints 2018
Phone: 973-783-4067
Email: viewpoints@studiomontclair.org

2. Shipment Delivery – same address as above. **Schedule delivery from Tuesday, May 22 to Friday, May 25, 2018.**

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 2nd, 2018, from 6-9pm.** Cash awards will be presented.
 4. Pick-up of Work: **Friday, August 17th, from 10am to 4pm and Saturday, August 18th, 2018 from 10am to 3pm.**
 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, 127 Bloomfield Avenue, Montclair, NJ 07042 (DO NOT FOLD) or email as a Word document or PDF file to viewpoints@studiomontclair.org. Do not staple. You may also send postcards or brochures to be included in the Artists' Book. **DO NOT WAIT UNTIL DELIVERY DATE.** Please forward NOW. Thank you!
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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!!