Process for Submitting Artwork

1. As you plan your submission, carefully read the theme, review the timeline for entries, and consider using the “Q&A” link to assist with thinking through your submission. Determine your medium and the size of your submission. You are welcome to present in any medium as long as it can be hung on a gallery wall and does not exceed 30” X 24”, not including the frame. If the size of your piece does not fit these size guidelines, please contact us with those details. You are permitted no more than two submissions per gallery theme.

2. On completion of your art piece, follow the entry submission process below to submit your work. Please do not ask church staff or members of the committee to submit your work. The committee will then review your application and artwork. (See the “Q&A” link to see the committee’s expectations in your submission.)

   Entry Submission Process:
   - Sign your art piece
   - Take a picture of your artwork - Make sure the whole piece is visible. Use good lighting where possible that does not leave glare or reflections on your piece so the piece can be evaluated effectively
   - Choose one of the following 2 options for artwork submission:
     1. Follow the link to the Google form, fill out required details, and attach the photo of your artwork/s at the last section of the form.
        OR
     2. Download and fill out the PDF form, then email gallery@fellowshipedmonton.com with the completed form and photo of your artwork/s attached.
   - Using one of the above two methods is the only way submissions will be accepted. Please do not bring your physical art piece to the church until you have been notified that it has been selected.

3. Once the committee has reviewed your submission, you will be notified via email if your work is selected. Now prepare your artwork to be gallery ready. Afterwards, you will bring your art to Fellowship Baptist Church and leave it in the Meeting Room (across from the Mercy Closet) by the submission deadline. The committee will not accept work that is not gallery ready.

   Gallery ready means:
   - All 2D artwork must arrive fully framed and ready to hang with a secure D-ring and wire or sawtooth hanger attached

- A wrapped canvas may be submitted without a frame, but must have the edges painted for a finished look and have appropriate hardware on the back for hanging
- Other works of art (for example, fabric art), that will not be framed, must also have appropriate and secure hardware for hanging attached by the artist before submission
- We cannot accept works with clip frames, or without appropriate and secure hardware for hanging
- If your piece is an exception to these guidelines, please contact the committee

  Also note it is the responsibility of the artist to properly prepare and protect their work. For example, while we will accept a wrapped canvas without a frame, the artist must consider if the medium they have used will be protected well-enough without the glass barrier that framing provides.

4. If your artwork is displayed in the gallery, we ask that you attend the opening event. This allows for other attendees to meet you, you can see other submissions and is a place where you can be encouraged to continue to develop your skills and confidence.

5. Showing your artwork can feel like an intimidating experience and you may feel nervous. That is normal but remember the intention of the gallery is to encourage you in your growth as an artist so you can enjoy the challenge and actually feel God's pleasure as you engage your mind, heart and senses to His glory. No matter how many years, whether as an enjoyable and engaging hobby artist or a professional artist, there is always something new to observe and learn!

Any questions? Please contact us at gallery@fellowshipedmonton.com

We look forward to your works of art!