



## TIPS FOR SUBMITTING WORK TO THE LESLIE POWELL GALLERY FOR CONSIDERATION

Contact Person: Nancy P. Anderson, 580.357.9526 Leslie Powell Gallery ,620 D Lawton, OK 73501

*Please note: If you choose to book into another local gallery within three years prior to your booking/showing in the LP Gallery, the LP Gallery will cancel your contract for "overexposure" in this geographical area. You may show in a group show with no more than four works without having your LPG show canceled*

1. Include a cover letter, biography, resume and artist statement pertinent to the work submitted.
2. Only use VERY good digital photographs (JPGs) on a CD or slides. Don't use printed photographs or Polaroids. The CDs must be easy to open. I also want to see one original work, unframed.
  - Don't try to get an overly dramatic effect on 3-D work by using heavy shadows, as it is often assumed that there must be something "incomplete" or "worth hiding" with the work if it is partially camouflaged by being in shadow.
  - Try for the best color you are able to achieve for all work by using color corrected light, or photograph on an overcast day out-doors and then DON'T apologize for perceived imperfections.
  - Always photograph without frame and glass. Do NOT manipulate the color or image digitally--no one will be fooled when the original shows up entirely different than the digital image.
  - Don't prop the work up against a background cluttered with visual noise or shadows.
  - Use tape made for the purpose of blocking the superfluous areas on the slide. Crop down to the image on a digital, excluding the frame.
  - When in doubt hire a pro!
3. Submit at least 20 works, indicating availability and chronological order. If it is a specific group meant to be shown together, indicate which slides are part of the series.
4. For slides: Place a red dot on the corner of the slide that will protrude from the projector. Send the slides in a sheet protector or if delivering, a carousel. Label top and bottom.
5. Send information on the work: size, **media or medium, title and date it was completed and availability**. List this on a sheet of paper using a numbering system corresponding with the slides.
6. Call and introduce yourself. Tell the curator that the images are coming and follow that up a week or two later with a phone call or letter.
7. Always include a manila envelope with the proper postage for return of the slides or CD. Sometimes a person will put the proper \$1-2 postage sending the package, but assume the same weight will return for 44 cents. The images will not be returned without the proper postage.
8. ***Always, always, be professional and don't make excuses for anything insufficiently done. Instead, correct whatever is out of order and then send the packet.***