

# MEMBER EXHIBITION POLICIES

**QUESTIONS?**  
CALL 508-487-1750  
OR EMAIL [INFO@PAAM.ORG](mailto:INFO@PAAM.ORG)

PAAM is pleased to offer year-round exhibition opportunities to emerging and established artists within the PAAM membership. It is essential that artists submitting work adhere to these established procedures to ensure exhibitions of the highest quality. Please review the following membership exhibition policies; failure to comply may result in exclusion from member exhibitions.

## ELIGIBILITY

PAAM Members are welcomed and encouraged to submit artwork to Juried and Open Members' Exhibitions. Membership dues must be current through the exhibition dates of any show to which work is submitted.

## SIZE RESTRICTIONS

12" in every direction for the 12 x 12 Members' Exhibition and Silent Auction. Less than or equal to 20" in every direction (including the frame) for the Members' Open: Small Works Exhibition. Less than or equal to 24"x 24" in every direction (including the frame) for all other Members' Open Exhibitions, unless otherwise stated. There are no size restrictions for Members' Juried Exhibitions.

## ENTRIES

Members may submit one piece per exhibition. If submitting a diptych or triptych the pieces must be attached by a hinge and the entire piece may not exceed the maximum size restriction. Works must NOT have been previously exhibited at PAAM. All paint must be dry. Wall pieces must be ready to hang with a wire or similar hanging device securely attached to the back. Wall pieces without a suitable hanging device will not be accepted. When provided by the artists, gallery affiliation will be included on labels and checklists.

## SUBMITTING + RETRIEVING WORK

**Drop-off Days:** Artwork must be submitted on designated drop-off days (typically on a Tuesday) from noon-4pm. If artists cannot hand-deliver their own work during the specified time period, they may send someone in their stead, ship the artwork in advance, or drop off during the weekend prior to the Drop-Off Day during regular Museum hours only.

**Pick-up Days:** Artwork must be retrieved on designated pick-up days (typical on a Tuesday) from noon-4pm. If artists cannot retrieve their work during the specified time period, they may send someone in their stead, make arrangements to have their work shipped, or pick up during the weekend prior to the Pick-Up Day during regular Museum hours only. If the work has not been picked up after 90 days, it becomes the property of PAAM.

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**PROVINCETOWN ART ASSOCIATION AND MUSEUM**

460 COMMERCIAL STREET | PROVINCETOWN MA | 02657  
[WWW.PAAM.ORG](http://WWW.PAAM.ORG) | 508-487-1750 | @PAAM1914

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## SHIPPING

Members may ship their work to PAAM, but it must be received on or before the Drop-Off Day. Works that arrive late will not be included in the exhibition. Artists must include a complete Member Exhibitions Artwork Receipt with all pertinent information, as well as return shipping information. Shipping work back to the artist after the exhibition will cost the artist a \$15 handling fee plus shipping costs. PAAM cannot ascertain the shipping costs prior to packaging and weighing the artwork for return. Therefore, when submitting return shipping information, please include one of the following:

- A prepaid FedEx, UPS, or USPS return shipping label (or appropriate postage in stamps) and \$15 handling fee (either a \$15 check or a credit card number, expiration date, and CVV code)
- A blank check to cover shipping and handling costs
- Credit card information to cover shipping and handling costs

## SALES

PAAM promotes the sale of artwork. The designation NFS (Not for Sale) may be used when the exhibitor does not wish to sell a work, but no works will be listed POR (Price on Request). Note that PAAM receives 40% commission on the sale of artwork in Members' Exhibitions, so prices set by artists must include this 40%. The exception to this is the Members' 12x12, in which PAAM takes 50%. Members are always welcome to donate their commission of a sale back to PAAM. Members will be contacted if their work is purchased, and will receive a check by mail for their rightful percentage of the sale once the piece has been paid for in full. PAAM is only permitted to disclose the name and contact information of the buyer the buyer agrees.

## AGREEMENT

Submitting artwork to PAAM members' exhibitions will constitute an agreement on the part of the artist to all conditions set forth here. No one except authorized personnel will be allowed in the galleries during the jurying and hanging of exhibitions. No work that has been accepted for exhibition may be withdrawn before the closing date of the exhibition. PAAM reserves the right to refuse eligibility to participants whose work endangers the structural integrity of the facility and/or the artwork it holds. PAAM is responsible for members' artwork beginning on the drop-off day through the duration of the exhibition. If a piece of artwork has not been picked up after 90 days of the close of the exhibition in which it was exhibited, the artwork becomes the property of PAAM.



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