

Hello HAA Members,

It is time to get ready for the **May/June** Gallery Exhibit., Keeping it Local. We all have our favorite places to visit and create in, now is the time to share them. Show us what you love about our area. **As always Members do not need to participate in the theme to exhibit their work. We will be accepting all styles of art.**

Changeover will be **April 25<sup>th</sup> and 26<sup>th</sup>**. Please use the new forms, they are attached for your convenience. They are also on the website under members.

**EVERYONE MUST FILL OUT AND BRING IN A NEW ENTRY FORM FOR EACH CHANGE OUT.**

THE NEW ENTRY FORMS ARE USED BY EVERYONE AND INCLUDE CARDS, UNFRAMED, SMALL ART, ETC. AND MUST INCLUDE ALL ENTERED ARTWORK EACH TIME.

- **All 2D work must be ready to hang per the instructions in the handbook**, the handbook can be accessed on the website under “Members”, and have your name on the back. Each piece is to have an information card attached to a string, which should be long enough to flip over the top of the frame, is attached to the wire. New exhibit forms will be used to type up the wall labels. The second information card is no longer needed.
- Each 3D piece must have a label attached with artist’s name or initials, inventory # and price. The same information is to be recorded on the inventory entry form which is signed and dated. You may use your own spread sheet as long **as it is in landscape** format and attach it to your signed and dated entry form.
- **Pay as You Go exhibitors, please bring your exhibit fee (\$10) for each piece with a limit of 3.** Yearly exhibitors are pre-paid.
- **New Entry** form for both 2D and 3D, please use it, for all artwork.
- Acceptance of all artwork or other material submitted for display in the Gallery will be at the discretion of the Exhibit Committee.

**Gallery Drop Off and Pick up Procedures for April Change Out**

Please read the new procedures and protocols for Change Out due to Covid19 and social distancing requirements.

The upcoming change out will be held over two days by appointment only. This is to give those members the assurance of minimal social contact and to guarantee proper social distancing for everyone’s safety.

- When you arrive for drop off/pickup be aware only 1 Member will be allowed in the gallery at a time.
- Please wait in line outside the gallery on the marked spaces on the sidewalk indicating **proper social distancing** requirements.
- **MASKS** are **REQUIRED** for ENTRY into the gallery. No mask = No entry!!! This will be strictly enforced.
- Please have your paperwork with you and completely filled out.

CHANGE OUT: **April 25<sup>th</sup> and 26<sup>th</sup>** **NOTE: Drop off/pickup** procedures and times have changed to accommodate social distancing. This is for 2D and 3D artwork .

<https://www.signupgenius.com/go/10c0c48aaa72da1f85-haabyappointment2>

- Appointment Drop off/pickup available **Sunday 25<sup>th</sup>** between 5 and 7 PM
- Appointment Drop off/pickup available **Monday 26<sup>th</sup>** between 10 AM and 6 PM

It is **very important** you pick up your artwork even if you are not participating in the new exhibit. There is **NO room** to store your artwork.

**There will be no required hosting and at this point in time we will be limiting volunteers. We will notify members as things change.**

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Entry forms are attached for your convenience.

Any questions may be directed to Susan Zanella [susanzanella@hotmail.com](mailto:susanzanella@hotmail.com) 410.557.0900 or at the Gallery 410.420.9499 .