



SAN DIEGO HOSPICE  
and The Institute for Palliative Medicine

February 2010

Dear Artist,

The Art Committee of San Diego Hospice and The Institute for Palliative Medicine (SDHIPM) is pleased to announce an opportunity for you to apply for an exhibition of your artwork. An application with directions for submitting is enclosed.

Since the grand opening of the SDHIPM's Inpatient Care Center in August 1991, artwork by local artists has graced the hallways. In 1997 the Art Committee was formed and since then the art exhibits have rotated every two months. During that two-month period a wine and cheese reception is provided. The art reception also gives SDHIPM an opportunity to educate more of the community about our programs and services. Typically, during the exhibition period, several paintings are sold, with a portion of the proceeds benefiting SDHIPM.

The Art Committee will be jurying a CD of your artwork to select the artists for six exhibit periods in 2011. If you have not exhibited at SDHIPM since 2009, we will look forward to receiving your application. Jurying will be held in June and we will notify you of the results by the end of June.

If you have any questions, please feel free to call me at (858) 292-1888, or email me at [marysmail@san.rr.com](mailto:marysmail@san.rr.com).

Sincerely,

Mary H. Sievers  
Art Committee Chair

*The mission of San Diego Hospice and The Institute for Palliative Medicine is to prevent and relieve suffering and promote quality of life, at every stage of life, through patient and family care, education, research and advocacy. San Diego Hospice and The Institute for Palliative Medicine is a non-profit organization, and provides care to more than 1,000 patients each day throughout San Diego County, regardless of their ability to pay.*

# San Diego Hospice and The Institute for Palliative Medicine

## 2011 Art Exhibit Procedures and Criteria

### Artist Criteria

1. Must be a San Diego County resident.
2. For returning artists, we ask that you wait one year before applying again.

### Artwork Criteria

1. Two-dimensional original fine artwork and photographs completed in the last three years will be accepted for exhibit.
2. All work must be for sale. SDHIPM will not accept "not for sale" artwork for exhibit.
3. SDHIPM reserves the right to limit the quantity, type and subject matter of artwork, and to reject any artwork deemed inappropriate for the setting. Work must be appropriate for patients, staff and families visiting the San Diego Hospice and The Institute for Palliative Medicine Inpatient Care Center. Works deemed appropriate for family viewing may be realistic or abstract with no nude studies, subject matter of a depressing nature, or works that can be interpreted as religious in nature.
4. Artists may exhibit a piece of artwork at SDHIPM only once. Repeat exhibits of the same artwork are not permitted.
5. Artwork must remain at the site for the duration of the show. Once art is sold a replacement piece must be provided.
6. Artwork priced higher than \$5,000 will not be accepted for exhibition.

### Costs

1. **\$10 Application Fee** (not tax-deductible) to be sent with application to cover processing.
2. **\$55 Exhibit Fee** per artist (not tax deductible) to offset costs for the reception and other expenses associated with the exhibit to be sent with the Signed Consignment Agreement two months prior to scheduled exhibition date.
3. **30% donation of sale proceeds:** Each exhibiting artist agrees to donate (tax-deductible) to San Diego Hospice and The Institute for Palliative Medicine 30% of the pre-tax sales price of any artwork sold as a result of the SDHIPM exhibit.

### SDHIPM Responsible to Provide

1. **Invitations with matching envelopes** for artists to send to their mailing list. Invitations will be provided six weeks in advance of your reception date.
2. **Catalog** of artwork on display in the SDHIPM Inpatient Care Center.
3. **Name plate** with title, artist, medium and price plus tax for each piece of artwork.
4. **Catered reception** including wine, punch, coffee, light hors d'oeuvres, music and decorations. The selection of types and quantity of food and beverage is at the sole discretion of the SDHIPM Art Committee.

5. **Hanging and removal of artwork** (we must use our own hardware).

### **Artists' Responsibilities**

1. **All related fees as described above.**
2. **Signed Consignment Agreement** sent to Art Committee artist liaison two months prior to show.
3. **Bring artwork to SDHIPM on time** on scheduled delivery date.
4. **Pick up artwork on time** on scheduled removal date.
5. **Attend and stay for the entire art reception** to greet your guests.

### **Art Sales**

1. **During Art Reception** – A sales table is set up to handle sales of artwork during reception hours. Purchasers can pay by cash, check or credit card. SDHIPM will process credit cards and reimburse the artist for the full amount by check. Payment will be sent by mail in a timely fashion. The purchaser may take the artwork with them at the end of the reception. The artist is expected to replace sold paintings in a timely fashion.
2. **All other times during exhibit period** – Purchases of art are handled by the receptionist in the Inpatient Care Center or by San Diego Hospice Foundation staff. Checks are made payable to the artist for the full amount. Once paid for, the purchaser may remove artwork. The artist will be notified of the sale by Foundation staff so that a replacement painting can be brought in for hanging.
3. **Payments** – Payments for all sales of artwork will be forwarded to artists in a timely manner. Artists' donations of 30% of the purchase price of sold artwork may be donated to SDHIPM at the end of the show on the day artwork is removed.

### **Exhibit Location, Duration and Hours**

- ❖ **The gallery for exhibit** is on the main level of the San Diego Hospice and The Institute for Palliative Medicine. Typically, you can exhibit 8 paintings.
- ❖ **Art Receptions** (one for each exhibit period) are held on Sunday afternoons, from 2:00 p.m. to 4:00 p.m., and are open to the general public.
- ❖ **Artwork** remains on display for two months. The SDHIPM Inpatient Care Center is open 24 hours a day, 7 days a week. Generally, visiting hours are 9:00 AM to 8:00 PM. There is always someone at the front desk to assist visitors.

### **Jurying Criteria**

1. Work must be appropriate for patients, staff and families visiting the San Diego Hospice and The Institute for Palliative Medicine Inpatient Care Center. Works may be realistic or abstract appropriate for family viewing (no nude studies) and subject matter should not be depressing.
2. Work submitted for jurying must be original and not created under the direct supervision of another. Work may be executed in oil, acrylic, watercolor, pastel, pen and ink, crayon, collage, charcoal and photography. Work will be judged on the skillful execution of the artist. The Art

Committee will strive to present a variety of highly professional original work in all their exhibitions.

3. Every artist will receive a score from 0-5, 5 being the highest, from a panel of jurors. Each artist will be judged from a digital image of three pieces of work created in the last three years. If accepted, the work of the artist shown at SDHIPM must be similar in style and content to the work shown in the three original digital images.
4. Artists will be ranked by their scores and those with the highest scores will be invited to exhibit.

### **Image Criteria**

1. **A CD containing a digital image of three pieces representative of your work** created in the last three years must be submitted with the application. (Your CD will only be returned if you include a stamped self-addressed envelope).
2. **CD's must be labeled with artist name.**
  - a. Must show the image only
  - b. Format: JPG File only. Longest side 800 pixels only.

### **Hanging Criteria**

1. Frames, mats, glass and Plexiglas must be clean and in good condition.
2. Artwork larger than 18" x 24" must use Plexiglas, not glass.
3. Wire supports must be attached approximately 1/5 of the way down from the top of the frame. Paintings without wire hangers will not be hung.
4. Wire ends must be covered with tape to protect the walls and the volunteers.
5. All artwork must be appropriately framed, wired, and ready for hanging.
6. Oil paintings must be dry.
7. All paintings must be framed, or on wrap-around canvases (all sides must be painted)
8. Special permission is required for artwork that weighs more than 40 pounds or measures greater than 48" X 60" framed.

### **Application Deadline – April 30, 2010**

1. Applications, the \$10 Application Fee and CD of digital images must be received by Friday, April 30<sup>th</sup>.
2. Please mail them to:

**Mary Sievers, Art Chair  
5345 El Noche Way  
San Diego, CA 92124**

## Art Exhibit Application

Artists residing in San Diego County who have not exhibited at San Diego Hospice and The Institute for Palliative Medicine since 2009 are eligible to apply for exhibiting during the period between January 2011 and December 2011. **Application materials are due April 30, 2010.** Jurying will be in June 2010 and applicants will be notified of their status by the end of that month. There is an Application Fee of \$10 to cover the costs of processing. Please make checks made payable to San Diego Hospice and The Institute for Palliative Medicine or SDHIPM.

### Please Print Clearly

Artist Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

- I have previously shown at San Diego Hospice and The Institute for Palliative Medicine. Year last shown \_\_\_\_\_
- I have never shown at San Diego Hospice and The Institute for Palliative Medicine.
- Enclosed is a CD labeled with the artist's name, with three images containing work completed in the last three years representative of my artwork.

Title: \_\_\_\_\_ medium: \_\_\_\_\_

Title: \_\_\_\_\_ medium: \_\_\_\_\_

Title: \_\_\_\_\_ medium: \_\_\_\_\_

- Self-addressed, stamped envelope is enclosed to return the CD after jurying. If I do not enclose a self-addressed, stamped envelope, I understand you will destroy the CD after jurying.
- A check for \$10 payable to **San Diego Hospice and The Institute for Palliative Medicine (SDHIPM)** is enclosed to cover application processing.
- I understand that the San Diego Hospice and The Institute for Palliative Medicine Art Committee will determine placement of my artwork.
- If my artwork is selected, I agree to abide by the "San Diego Hospice and The Institute for Palliative Medicine Art Exhibit Procedures and Criteria".

(Continued on next page)

- I understand that jurying and artwork selection is based on the intrinsic beauty of the artwork as well as its appropriateness for the setting. (See criteria attached)
1. Jurying is done by image number, without knowledge of the names of artists.
  2. Artwork previously exhibited at the San Diego Hospice and The Institute for Palliative Medicine will not be accepted for exhibition.
  3. To provide the maximum number of local artists the opportunity to exhibit at SDHIPM, all scores being equal, artists are selected in the following sequence:
    1. Artists who have never exhibited at SDHIM.
    2. Artists who have previously exhibited at SDHIPM.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please mail this form with your CD and the Application Fee of \$10 to:**

**Mary Sievers  
Art Chair  
5345 El Noche Way  
San Diego, CA 92124**

**(858) 292-1888  
[marysmail@san.rr.com](mailto:marysmail@san.rr.com)**

**DEADLINE  
APRIL 30, 2010**