



40th Anniversary Celebration & 35th Annual Fine Art Auction Procurement Packet and Artwork Donation Instructions

Thank you for considering a donation of artwork to Pratt Fine Arts Center's Annual Fine Art Auction. Pratt makes art accessible to everyone by offering a place for spirited exchange, self-expression and personal transformation through creativity. Your generosity helps Pratt serve more than 3,500 students annually.

Please read the updated artwork donation instructions on the following pages before beginning your application.

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Key Dates in 2017 for Donating Artists:

- **Monday, February 20th, 2017** – artwork submission and delivery deadline
- **Week of Mar. 6th, 2017** – auction catalog photo shoot
- **Week of Mar. 13th, 2017** – selection notification to all artists
- **Friday, March 31st, 2017** – artist ticket reservations deadline (complimentary and purchased)
- **Saturday, Apr. 29th, 2017** – Ruby Riot! 40th Anniversary Auction

SELECTION PROCESS FOR ARTWORK DONATIONS

Donating an item to Pratt's annual fine art auction does not guarantee it will be part of the event. All submitted items will be juried in person by a panel of respected artists, curators, and other arts professionals. The jury will determine final selection and placement of each item for inclusion in one of two silent auction categories or the live auction.

Additionally, each artwork submission is eligible to win one of eight prizes:

- Juror's Excellence Award (3) - Selected individually by each juror, three prizes will be awarded for overall artistic excellence.
- Conceptual Visionary Award (1) - One prize, determined by the jury as a group, will be awarded for an artwork that demonstrates conceptual appeal beyond traditional aesthetic valuations.
- Skill Artistry Award (1) - One prize, determined by the jury as a group, will be awarded for the artwork that best demonstrates superior craftsmanship and mastery of materials.
- Emerging Artist Award (3) - Selected by Pratt's Executive Director Steve Galatro, three prizes will be given to emerging talent specifically intended to highlight artists "on the rise."

Jury members for Pratt's 2017 auction TBA.

Jury criteria includes but is not limited to:

- Mastery of artistic medium
- Creativity, originality and innovation in both subject and use of materials
- Mass audience appeal
- Use of artwork to convey a message or tell a story

Artists whose work is not selected for inclusion in the auction will be notified on or before March 17, 2017. All unselected artwork must be collected from Pratt by March 31, 2017 otherwise it will be considered abandoned by the artist and become the property of Pratt Fine Arts Center.

This art donation process is intended for artists who wish to donate their own original work. If you would like to discuss donating another artist's work or pieces from your collection to Pratt, please reach out to Olivia Hoffmeyer (ohoffmeyer@pratt.org)

APPLICATION AND ARTWORK SUBMISSION INSTRUCTIONS

All applications must be completed online using the [PRATT Artwork Donation Form](#) available on Pratt's website. Artists may submit up to three items for consideration.

- Complete all required artist and/or donor contact information fields
- Complete all required artwork information fields including:
 - Artwork title / Item name
 - Year made
 - Medium
 - Dimension (H" x W" x D")
 - for jewelry include ring size and/or necklace/earring length
 - Fair Market Value
 - List the price for which your item would sell in a gallery or retail store. You will be contacted with suggested value changes if Pratt's auction jury believes your work is either over or under valued. The valuation amount has no impact on the item's placement in the silent or live auction categories.
 - Artist statement / Item description (1200 character limit)
 - We want to feature you and your artwork in a meaningful way in Pratt's auction catalog. This is your opportunity to explain your artistic process and creative inspiration, or describe your educational and artistic training. You may also want to mention any awards you have received, or exhibitions, collections and publications that feature your work.

Sample artist statement:
Randolph Sill is a ceramic sculptor, activist and teacher. *Teapot* reflects the rusty aesthetic of Seattle's Gasworks Park, and alludes to the short supply of refined fossil fuels. Made of clay, this piece has a patina of rust formed by the Northwest rain. Sill has earned awards from the National Conference on Education for the Ceramic Arts and Washington Potter's Association. He recently won best in show (juror's and people's choice) at Art Port Townsend.
 - Photography
 - All items selected for inclusion in Pratt's auction will be professionally photographed for the auction catalog and other promotional materials. If you prefer we use an existing photograph of your donated artwork, you must upload an image as a JPEG file, 300 DPI (dots per inch), sized 5"x7" and include a photographer credit line.
- Before submitting your online application, complete all other required donation contribution, recognition, and survey information fields. Once completed correctly, you will receive an email confirming the receipt of your application.

All artwork submissions must be received and in Pratt's physical possession ready for display no later than:

MONDAY, FEBRUARY 20, 2017.

Mail or hand-deliver to:

Pratt Fine Arts Center
Attn: Olivia Hoffmeyer
1902 S Main St.
Seattle, WA 98144

To arrange alternative application or artwork delivery options, or if you require additional assistance, please contact Olivia Hoffmeyer at ohoffmeyer@pratt.org or 206.328.2200 x261.

ARTWORK DISPLAY AND PACKING INSTRUCTIONS

All items must be delivered to Pratt properly packed and ready for display. Two-dimensional work must be framed and ready to hang. Installation instructions and all necessary hardware must be provided by the donating artist for any item that requires more than two screws to install. These might include brackets, shelves, platter stands, wall mounts, etc.

When packaging your artwork, be mindful that it will be unpacked, transported, and repacked several times by numerous people. Use blue painter's tape or masking tape to secure padding and close boxes. Do not use clear packing tape.

- Glass - Wrap in bubble wrap or foam and pack tightly in a sturdy box. Close with blue painter's tape or masking tape.
- Sculpture / 3-D – Pack in a sturdy box that can accommodate the object and close completely without touching the artwork. Items weighing more than 30 pounds require a wooden crate.
- Painting / Prints / Photography / 2-D – All 2D work must be framed or otherwise ready to hang with the proper wire or hanging apparatus for your specific piece. Pad items with bubble wrap or similar covering, including corners.
- Jewelry – deliver neatly boxed. Loose jewelry will not be accepted.

AUCTION BENEFITS FOR DONATING ARTISTS

Along with the satisfaction of knowing that you are an active participant in the success of Pratt Fine Arts Center, all donating artists will receive:

- High-profile visibility of your artwork, website, and/or artist biography by:
 - Auction jury panel composed of respected artists, curators and other arts professionals.
 - Auction guests and major donors, including top collectors and galleries.
- Professionally photographed, full-color digital image of your donated artwork that will also be printed in Pratt's auction catalog and published on Pratt's website.
- Opportunity to win one of eight amazing prizes awarded at the event including:
 - Juror's Excellence Award (3)
 - Conceptual Visionary Award (1)
 - Skill Artistry Award (1)
 - Emerging Artist Award (3)
- Complimentary and/or deeply discounted ticket(s) to RUBY RIOT (see commission and ticketing details below)
- The option to receive a 10% commission on the sale price of your donated artwork (see commission and ticketing details below)
- A Master level membership to Pratt Fine Arts Center (\$120 value) which includes:
 - Discounts at Member Partner stores
 - 10% discount on Pratt merchandise
 - Invitations to special events
 - Opportunity to access Pratt studios as an independent artist (some restrictions apply).
- Eternal gratitude from Pratt Fine Arts Center's board, staff and community!

ARTWORK COMMISSIONS AND TICKETING BENEFITS

Artists donating 100% of the proceeds from the sale of their artwork will receive:

- One complimentary, non-transferrable ticket to RUBY RIOT on April 29th. This ticket is intended to allow the donating artist to attend the event. (\$250 value)
- The option of purchasing one additional companion ticket at a discounted rate of \$75. (regularly \$250)

Artists opting to receive a 10% commission on the sale of their work will receive:

- The option of purchasing up to two tickets at a discounted rate of \$75 each. (regularly \$250 each)

LEGAL AGREEMENT

Please note that your artwork donation(s) is not a loan or consignment – it is a gift from you to Pratt Fine Arts Center. Pratt reserves the right to limit or remove from display your artwork(s) at any time for any reason. If your donation(s) is juried into the auction but does not sell, Pratt may keep it to place in a future fundraiser, or use in some other way to benefit the organization. If selected for inclusion in the auction, images of your donated item(s) may be used to promote the event and/or organization.

Your artwork donation(s) will be handled with the utmost respect and care. However, Pratt Fine Arts Center, its representatives, employees, or other agents are not responsible for any damage, theft or loss to your donated item(s).

ABOUT PRATT FINE ARTS CENTER

Founded in 1976, Pratt Fine Art Center is an eclectic, hands-on learning and working environment serving students, hobbyists, and professional artists throughout the Seattle area. Pratt welcomes over 3,500 students and 300 working artists annually. In total, Pratt classes, exhibitions, lectures and programs touch more than 20,000 people annually. Many established local, regional, and nationally known artists began their professional careers in our studios. After nearly 40 years of serving our community, Pratt continues to fulfill its founders' vision of being "The Place to Make Art!"