

**LightBox Photographic Gallery**  
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**LightBox Photographic Gallery Call for Submissions**

# **The LightBox Files Exhibit**

**April 8, 2017 – May 10, 2017**

**Artists' Reception, Saturday April 8, 6-9 p.m.**

**LightBox Photographic Gallery invites  
Member artists to submit prints.**

**Deadline for submissions is Midnight, Friday, March 17, 2017**

- The LightBox Files are a new addition to the gallery in the second year and we invite you to have your work in them. LightBox honors the complete photographer by recognizing those that pursue the art of fine printing. We are looking for work from those photographers who print their own, whatever medium that may be. We will judge the submissions on the artistry of the photographs & technical mastery of the printing. In April 2017 we will feature the work of these 8 photographers in The LightBox Files Exhibit. Prints will be kept on file in our drawers for a year for public viewing!
- There are no entry fees to submit prints for the LightBox Files but you must be a member of the gallery. Memberships start at \$100/yr. and provides support for the gallery and our mission.
- We will select 8 photographers for the LightBox Files.
- LightBox Files prints will be kept on file in our viewing drawers for one year and periodically will be featured on the walls of the gallery.
- Submissions of 8 - 10 matted and sleeved prints must be shipped to LightBox by March 17, 2017.
- Prints may be no larger than 16 x 20 image dimension in a 20 x 24 mat.
- Small print sizes are perfectly fine at the discretion of the photographer.
- Prints will be returned to photographers not selected for the files, you may reimburse LightBox for return shipping at that time. Print sales prices are at the discretion of the photographers, LightBox sales commission is 40%.

## **Eligibility**

We are looking for submissions of work that exhibit your unique vision and creativity. You must print your own photographic Prints. All Photographic methods and mediums are welcome.

## **Entry Fee**

There are no submission fees. You must be a member of Lightbox Photographic Gallery to submit.

## **Requirement for Submission**

Along with the completed entry form, you must email jpegs of the work. *Actual matted prints must be sent to the gallery and arrive by Friday, March 17th.* Jpg. files must be titled with last and first name and title (Sample: DoeJoe-Title). Please submit jpegs with a resolution of at least 1000 pixels long dimension. Maximum of 10 images are to be submitted. Email submissions to: [submissions@lightbox-photographic.com](mailto:submissions@lightbox-photographic.com) .

## **Deadlines**

Deadline for image submissions is Friday, March 17, 2017.

## **Shipping**

Artists are responsible for shipping charges to and from the gallery. We will bill you for return of work not accepted to the files. All work must be shipped in sturdy reusable packaging. We retain packaging used to ship work to us and use it for return. Please pack carefully as we cannot be responsible for damages.

## **No Peanuts Please!**

## **Size/Matting/Framing**

Prints must be matted and ready to frame with outside long dimension not exceeding 26". Matting meeting general recognized gallery and museum standards is required. Please use mats that are acid free and light and neutral in color and sized as 20 x 24, 18 x 24, 16 x 20 or 11 x 14 sizes. LightBox will frame in gallery frames for pieces in the exhibit.

## **Sales**

60% of the proceeds of sales go to the artists. LightBox will retain a 40% commission.

## **Liability**

We take great care to ensure the safety of your artwork while in our possession. The gallery will beresponsible for loss or damage for the value that the gallery owes the artist for the work if it had sold. Liability will be limited to the payment that our insurance company pays for such loss.

## **Calendar**

**March 17, 2017.   Deadline for submissions.**  
**March 21, 2017.   Final Notification of accepted entries.**  
**April 8, 2017.     Show Opening Reception, 6-9pm**  
**May 10, 2017.     Show closes.**  
**April 2017 - 2018 Work will remain in Files for viewing year round**