



## 37<sup>th</sup> Annual Fine Art Auction: Everybody Get Together 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 3,600 students annually.

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

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### KEY DATES FOR DONATING ARTISTS:

- **Friday, February 15, 2019** – artwork submission and delivery deadline
- **Week of March 4, 2019** – auction catalog photo shoot
- **Week of March 11, 2019** – selection notification to all artists
- **Friday, March 29, 2019** – artist ticket reservations deadline (complimentary and purchased)
- **Friday, April 12<sup>th</sup>, 2019** – deadline to pick up any unselected work from Pratt
- **Saturday, April 27, 2019** – 37<sup>th</sup> Annual Fine Art Auction: *Everybody Get Together*

## 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 prizes!

- Juror's Excellence Award (3) - Selected individually by each of our jurors, 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.
- Director's Choice Award (3) - Selected exclusively from silent auction categories by Pratt Fine Arts Center's Executive Director, Steve Galatro, three prizes are awarded to highlight work worthy of honorable mention.

*Jury members for Pratt's 2019 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 15, 2019**.

All unselected artwork must be collected from Pratt by **April 12, 2019**. If you are unable to pick up your work, you must provide return shipping to get your piece back in your possession. Uncollected artwork 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 Natalie Miller, Access Fund & Donor Events Manager, at ([procurement@pratt.org](mailto:procurement@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
  - Artist Website (if applicable)
  
  - 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. List the price for which your item would sell in a gallery or retail store. **Our target value range for the silent auction is \$200-\$1000; our target value range for the live auction is \$1000-\$7000.** If our jurors feel that your piece is overvalued or undervalued, we will reach out to you for consultation.
  - Short Bio/ Item Description
    - We want to feature you and your artwork in a meaningful way in Pratt's auction catalog. Please include a short bio about yourself and your artistic practice. Also include a description of the piece. This may include the inspiration for the piece, whether it is part of a body of work, the meaning of the piece, and/or details about the process you used to create it.
  
    - Sample artist statement:*  
Randolph Sill is a ceramic sculptor, activist, and teacher. 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. *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.
  - Photography
    - All items selected for inclusion in Pratt's auction will be professionally photographed for the auction catalog and other promotional materials. These photos will be distributed to you.

- 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. Our staff will need to assure that the quality is consistent with our catalog photos.

- 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:

**FRIDAY, FEBRUARY 15, 2019**

Mail or hand-deliver to:

Pratt Fine Arts Center  
Attn: Natalie Miller  
1902 S Main St.  
Seattle, WA 98144

To arrange alternative application or artwork delivery options, or if you require additional assistance, please contact Natalie Miller at [procurement@pratt.org](mailto:procurement@pratt.org) or [nmiller@pratt.org](mailto:nmiller@pratt.org) or 206.535.2482.

## 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 or crate. Close with blue painter's tape or masking tape.
- Sculpture / 3-D – Wrap in bubble wrap or foam and 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)
  - Director's Choice Award (3)
- Complimentary and/or deeply discounted ticket(s) to Everybody Get Together (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 (\$125 value) which includes:
  - Discounts at Member Partner stores
  - 10% discount on Pratt classes and merchandise
  - Early registration for classes and workshops
  - 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 *Everybody Get Together*. This ticket is intended to allow the donating artist to attend the event. (\$275 value)
- The option of purchasing one additional companion ticket at a discounted rate of \$75. (regularly \$275)

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 \$275 each)

**Please note that complimentary Artist and purchased companion ticket RSVP's are due by **Friday, March 29, 2019****

### 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 Arts Center is an eclectic, hands-on learning and working environment serving students, hobbyists, and professional artists throughout the Seattle area. Pratt welcomes over 3,600 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 over 40 years of serving our community, Pratt continues to fulfill its founders' vision of making art accessible to everyone.