

# NEW GALLERY MEMBERS REQUIREMENTS

## Phrase 18: VAA GALLERY FALL 2025

**OPENING DATE: October 1st**

**CLOSING DATE: October 16th**

### **PRIOR TO SUBMITTING ANYTHING**

*You MUST CONTACT me directly via phone or email so we can discuss the FOLLOWING requirements. My preference is a verbal contact to discuss whatever you have or do not have ready. This verbal contact can be via phone which we can schedule via email.*

### **REQUIREMENTS:**

**(1)** Your name as you would like to be presented to the world.

**(2)** Your contact information you would like to be presented to the world.

Current Web Site? You will be allowed two web site links.

Email?

Telephone?

Home and/or Studio Address?

**(3)** Your bio and/or artist statement including whatever you wish to say about yourself and/or your art. A minimum of 50 to a maximum of 300 words would be great.

*Please note writing it in the first person gives a more "personal" touch to your bio.*

**(4)** List out all of the media you are currently doing.

**(5)** If you need assistance with any of these following requirements we **may** be able to schedule for me to photograph your art (six maximum & without any glazing) and do a portrait of you.

**Contact me directly for an one-on-one meeting with me.**

Each of the following items must be in **jpg** file format. They should be of good quality with a minimum 1024 pixels on the long side. They can be squares, horizontal (landscape), and/or vertical.

- **Your Portrait – Head Shot:** Similar to perhaps you may have used on Face Book or other social media or web site. If you prefer no portrait then perhaps some type of graphic template/design, you would like to fill the space provided for the portrait.  
*However, portrait is preferred for that personal touch to your GALLERY.*
- **Minimum of 6 to a maximum of 30 photos** of your art. Providing a title, size, and media for each would be advisable.
- **NOTE:** All images (jpg files) **must be submitted** via **WeTransfer.com (free option)** **OR** via usb thumb drive delivered to me in person **OR** via US Postal Service. **I will NOT accept photos sent via email.**
- I am willing to assist BUT you have to make an effort to contact me before the final date and the final date is **absolute** for, I have a busy schedule of travel/events scheduled and will NOT be able to extend the closing date as noted above.

### **CONTACT INFORMATION**

**Hubert "Steve" Cole**

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