

## Documentary Photography 2023 Juried Exhibition: Participation Guidelines & Information

**Works Eligible for Submission:** Color or black & white photographs taken with film or digital cameras or high-quality mobile devices will be accepted. Photographs submitted must correspond directly with the art that is dropped off at the time of the exhibition.

**Selection Process:** Juror will select photographers for the exhibition from digital images and information uploaded by artists on CaFÉ™ (www.callforentry.org), an online call for entry website, for single photo entries, and Google Forms for series entries. Photographers selected by the juror must print their work and have it framed by the exhibition drop off date. The results announcement will take place on **TUESDAY, MAY 2, 2023**. Results will be announced on <https://www.downtownarhi.org/documentaryphotoshow>.

**Prizes:** The following prizes will be awarded.

**Best of Show:** Prize will be a portfolio review with PF Bentley, and a one-page feature in the Fall 2023 DACArts Magazine, published by Downtown Art Center.

**Other prizes:** Complimentary print from Hidden Light, a custom professional lab in Flagstaff Arizona (maximum size 16x20 inches)

**ProCamera Award:** Gift certificate to ProCamera Hawaii, in Aiea. \$50?

**DACArts Award:** Fall 2023 Vol. 3 DACArts Magazine Feature with photographs.

**Camera equipment:** Photographs taken with film or digital cameras or high-quality mobile devices will be accepted.

### Submission work categories:

1. Single photograph
2. Story (series) photographs

### Works eligible for submission and condition:

Each photographer can submit photos in both the 1) Single photograph category or the story (series) photographs category.

For 1) Single photograph category, there is no limit to the number of entries.

For 2) Story (series) of photographs category, a series cannot exceed 5 pieces total.

## Where to submit:

For 1) Single photograph category: You can submit from here.

For 2) Story (series) of photographs category, go to <https://www.downtownarhi.org/documentaryphotoshow>

## What to submit on CaFÉ™: Digital image of each work.

1. For 1) Single photograph category, there is no limit to the number of entries.
2. **Size of digital image for review:** No more than 5MB per image (a typical size/format is 1600x1200px @72dpi in JPG format)Image
3. **Naming protocol:** Photographersname-nameofpiece- number (if it is part of a series)
4. **Artist bio or cv:** 500 characters (including spaces)
5. **Artist statement:** 1,000 characters (including spaces)
6. **Contact information:** name, email address

NOTE: Applicants should allow sufficient time to prepare their images to CaFÉ™ specifications and finalize their electronic submission prior to the deadline. Organizer recommends that applicants prepare to load images and information at least one week before the deadline to allow for possible technical difficulties or questions.

## Schedule:

- Submission dates: March 1-30, 2023
- Jurying period: March 31 - April 30, 2023
- Result announcement: May 2, 2023. Results will be announced on [downtownarhi.org/documentaryphotoshow](https://www.downtownarhi.org/documentaryphotoshow)
- Exhibition dates: June 2 (Fri)-July 1 (Sat), 2023
- Load-in (Hand-deliver): Dates: May 30 (Tues), 2023 from 11 a.m. to 5 p.m.
- Load-in (Shipping): Photographers not residing on the island of Oahu should mail their work by May 23 (Tues), 2023, one week before load-in date.
- Installation: May 30 (Tues) - June 1 (Thurs), 2023 from 11 a.m. to 5 p.m.
- Load-out: June 29th (Thu), 2023 from 11 a.m. to 5 p.m.

## Frames and mats:

Images must be at a minimum 10 inches on the longest side, or one of the following finished sizes: 8x10 inches; 11x14 inches; 16x20 inches. Paper, metal and/or acrylic prints are acceptable. Please make sure framed works are ready to hang, with hanging fixtures or wire on the back.

## How to drop off works (Hand-deliver) For Oahu Residents:

- Clearly label artworks with artist name, phone number, email address, and title of work.

- All works must be delivered to DAC exhibition space, where organizing personnel will receive work.
- Unpack on the site and take the packing materials with you.
- We recommend using Plexiglass for framing to prevent damage during shipping.
- Use the Chinatown Municipal Parking on the basement of the Chinatown Gateway Plaza where DAC located.

### **How to drop off works (Shipping) For Neighbor Island Residents:**

- All artwork must arrive at DAC between: May 24 (Wed) -May 30 (Tues), 2023. Photographers not residing on the island of Oahu should mail their work by May 23 (Tues), 2023, one week before load-in date.
- Clearly label artworks with artist name, phone number, email address, and title of work.
- Artwork must arrive at DAC no later than time.
- Boxes must be constructed of sturdy material with appropriate packing and be durable enough for return shipment. UPS packing and other services are also available.
- We recommend using Plexiglass for framing to prevent damage during shipping.
- Shipping costs will be paid by the artist. A \$20.00 handling fee will be included and you must provide a prepaid return shipping label for artwork returned.

### **How to Pick-up For Oahu Residents:**

- Pick up your artwork at the DAC gallery at the designated time.
- Bring your own materials to package your work.

### **Shipping For Neighbor Island Residents:**

- DAC will pack and send to a designated location (within the state of Hawaii only).
- To return works, DAC must have a delivery address, not a post office address. If you do not wish to have your artwork(s) return-shipped, it is your responsibility to inform DAC of other arrangements.
- artist's written insurance values of works on loan forms are declared with carriers.
- Shipping costs will be paid by the artist.
- Shipping may take some time.

### **Sales:**

IF a piece of work was sold, a 25% consignment fee goes to Downtown Art Center.