

# Hanging of Artwork: (if entry was received)

## Tuesday, Sept. 1, 2020

### 10am–1pm

Location: **Park Circle Gallery**  
**4820 Jenkins Avenue,**  
**North Charleston, SC**

(North Charleston City Gallery is hosting us in this building previously known as the Olde Village Community Building)

1. **We have to adhere to CDC guidelines and NCCG safety guidelines, YOU MUST WEAR MASK INSIDE BUILDING.**
2. When you bring us your artwork, *you should have your 2 labels (LOCATED ON THE BOTTOM OF THE ENTRY FORM).*
3. Placed on the back of your artwork. Both labels should be placed on the right side of the back of your frame. Tape one on the TOP RIGHT and 2<sup>nd</sup> one on the BOTTOM RIGHT SIDE of frame.
4. **NOTE: All other guidelines found on SAG Handbook under exhibitions.**
5. Look for **Park Gallery's MARQUE IN FRONT OF BUILDING** and our sandwich sign, stating "DROP OFF ARTWORK HERE".
6. Your artwork will hang for the entire month of September 2020, no exceptions.
7. Artwork completed within one (1) year by the artist. 15% commission on sales.
8. The exhibition can be on view 9/2/2020- 9/29/2020.
9. Gallery hours are Tues-Fri 10am-6pm, and Sat from 12pm-4pm.

(NOTE: Closed Mon and Sun)

**NO Hospitality Reception is scheduled due to virus.**

## Picking Up/Striking Artwork:

### Wed Sept 30, 2020 10am–1pm

POC:      Waverly Brown      (215) 287-5318  
              Susan Griebel      (843) 879-0123  
              Jan Kelley              (843) 425-8122