

ENTRY FORM | WEAVE HOUSTON: CELEBRATING 70 YEARS

April 18 – May 31, 2020

HCCC Opening Reception: April 17, 2020, 5:30-8:00 p.m.

CHH Reception: April 18, 2020, 3:00-5:00 p.m.

Houston Center for Contemporary Craft
4848 Main St
Houston, TX 77002

Judged for awards by Dr. Mary Ruth Smith

IMPORTANT DATES:

March 16: Entry form, loan paperwork, and \$10 entry fee due, check made payable to CHH.

* Piece does not have to be finished to submit your entry.

April 1: Image of entry due to mollyekoehn@gmail.com.

* This image is only for organizational purposes- it does not have to be a professional photo.

April 6-8: Artwork due to HCCC.

April 17: 5:30-8:00 pm: Exhibition opens.

April 18: 3:00-5:00 p.m.: CHH reception with juror talk, awards given, refreshments.

May 31: Last day of exhibition.

June 1-12: Pick up work from HCCC.

ENTRY GUIDELINES:

- Entry fee: \$10 for one entry
- Entry deadline: March 16, 2020
- Delivery deadline: April 6-8, 2020
- Work must be hand-delivered to the Houston Center for Contemporary Craft.
- Applicants must be a member of the Contemporary Handweavers of Houston.
- Limit one entry per member.
- Everything entered will be accepted as long as it meets the requirements.
- The exhibition will be judged for monetary prizes by Dr. Mary Ruth Smith. Awards announced at CHH reception on April 18.
- Work must be made within the last 5 years.
- Only items in the following categories will be accepted – no exceptions:
 - Handwoven–Interlaced items, including basketry and wire weaving
 - Braiding – including kumihimo
 - Handspun
 - Hand-dyed items
 - Handmade Felt – Includes needle felted items

- Fulled Items – Includes knitted and crocheted items
- Handmade Silk Fusion
- Handmade Paper
- Bead Weaving– Includes items woven on bead looms or using off-loom bead weaving techniques, such as brick stitch, peyote stitch, right-angle weave, ndebele, herringbone, netting, and the like. Strung beads are not acceptable.
- Each of the above categories includes items made from or incorporating materials within that category.
- Knitted and crocheted items are not acceptable unless fulled or made with handspun or hand-dyed yarn.
- All work must be the submitting member’s own work.
- Only well-crafted items made of high-quality materials will be accepted. Participants are representing themselves, CHH, the general membership, and the represented crafts.

INSTRUCTIONS:

- Please fill out all fields below and on the Loan Agreement. Incomplete entries will not be accepted.
- Email your entry form and Loan Agreement by March 16 to mollyekoehn@gmail.com or mail them to Molly Koehn, 1419 Hawthorne St #15, Houston, TX 77006.
- Mail your entry fee check by March 16 to Molly Koehn, 1419 Hawthorne St #15, Houston, TX 77006 . Entries will not be accepted without an entry fee.
- Please direct all questions to Molly at mollyekoehn@gmail.com or 620-805-2501.

Name: _____

Are you a member of CHH?

- Yes No

Is this your first time entering an exhibition?

- Yes No

Is there any special hardware needed for displaying your piece (i.e. dress form)?

- Yes No

If so, what? _____

Are you able to provide the hardware?

- Yes No

Please briefly describe the processes used to create your piece: _____

Please email an image of your piece by April 1 to Molly at mollyekoehn@gmail.com.



Houston Center for Contemporary Craft | Exhibition Loan Agreement

4848 Main St. Houston, TX 77002

Contact: Maria-Elisa Heg,
Curatorial Fellow

T: 713.529.4848 ext. 113 | F: 713.529.1288 | mheg@craftthouston.org

Exhibition Title: Weave Houston: Celebrating 70 Years of the Contemporary Handweavers of Houston

Dates of Exhibition: April 18 – May 31, 2020

Loan Period: April 6 – June 12, 2020

Date Work Due at HCCC: No later than April 8

Lender (Artist) Name*:

*Exactly as it should appear on gallery label.

Ship To Name if Different:

Address (Street):

Address (City, State, Zip):

Preferred Telephone:

Timezone:

Email:

Works to be shipped will be returned to the address above unless otherwise instructed.

Please fill out the titles and information of work to be included in the exhibit- *Please note the information provided below will be how work is listed on the exhibition web page, gallery label, and in any printed materials.*

Title:

Media:

Size (L x W x H):

Weight (lbs):

Date of Work:

Insurance Value (1/2 Retail Price):

Photo Credit of Image Submitted:

PERIOD OF LOAN

The Lender agrees to lend the artwork, henceforth “Work,” to Houston Center for Contemporary Craft for the time periods of the loan period documented above.

DATES AND DEADLINES

The Lender agrees to adhere to the following deadlines:

March 16, 2020	Loan agreement due
April 6-8, 2020	Artwork is due to HCCC with completed and signed Condition Report; Work should be delivered to HCCC.
April 18 – May 31, 2020	Exhibition dates
April 17, 5:30-8:00 PM	HCCC Spring Exhibitions reception, celebrating all three exhibitions
April 18, 3:00-5:00 PM	Juror’s Talk and awards reception for Contemporary Handweavers of Houston
June 12, 2020	All work must be picked up from HCCC by this date. Pick-up schedule must be confirmed with HCCC prior the closing of the exhibition on May 31, 2020 and the Work can be picked up between June 1 – June 12.

SHIPPING

The Lender will be responsible for hand-delivering the Work and picking up the Work at designated times specified by HCCC. HCCC does not reimburse for packing or crating of Work unless specifically agreed to in writing in advance. Work will be returned packed in the same or similar materials as received unless otherwise authorized by the Lender.

INSURANCE

HCCC maintains a fine arts insurance policy on all artwork on loan. Please see Section 4 of the Conditions Pertaining to Loan Agreement.

MISCELLANEOUS

This agreement shall bind and inure to the benefit of the parties and their heirs, personal representatives, successors and assigns. The conditions contained below, (Conditions Pertaining to Loan Agreement) are incorporated to this agreement. Upon signing this document, the Lender indicates agreement with the terms set forth therein.

CONDITIONS PERTAINING TO LOAN AGREEMENT

1. The Lender provides his/her Work is in good condition and will withstand ordinary strains of packing, transportation, and exhibition. The Lender allows HCCC to inspect and photograph the Work. HCCC agrees not to alter the Work and to report any damage or other findings to the Lender. HCCC and its agents will exercise AAM standards in the safekeeping and handling of the Work. The Work will be periodically inspected for condition. HCCC assumes the right, unless specifically denied by the Lender, to examine the Work according to standard curatorial practices. If damage or deterioration is noted, the Lender will be notified at once. Should damage occur in transit, the carrier will also be notified and all packing materials saved for inspection. If upon return of Work there is damage, the Lender agrees to document damage and keep all packing materials and damaged Work for documentation and inspection.

2. If the legal ownership of the artwork should change either by reason of death, sale, gift or otherwise, the new owner may be requested to establish his/her legal right to receive the Work. The Lender may not withdraw the Work from loan until the end of the loan period. The Work may be withdrawn from the exhibition at the discretion of HCCC and its agents. If HCCC, after making all reasonable efforts and through no fault of its own, shall be unable to return the Work within sixty days of the termination of the loan period, then, HCCC shall have the absolute right to place the Work in storage, to charge regular storage fees and the cost of insurance, and to enforce a lien for such fees and cost. If, after three years, the Work shall not have been claimed, then, and in consideration for its storage, insurance and safeguarding during such period, the ownership of the Work shall be automatically transferred, entirely and without restriction, further claim or interest, to HCCC.

3. Insurance values listed on this form are not subject to change and will be in effect for as long as the Work is on site in HCCC's exhibition, in storage, or while in transit from HCCC. HCCC cannot insure any Work for an amount in excess of its fair market value and reserves the right to limit the amount of insurance coverage on any particular piece. In the event of loss or damage, it will be the Lender's responsibility to provide the insurance carrier with appropriate documentation concerning the value of the materials.

4. HCCC will insure loaned Work under a fine arts policy, for the amount indicated on the agreement, against all risks of direct physical loss or damage from external cause while on location during the period of the loan. When borrowed Work is part of an exhibition which travels to other museums or institutions, HCCC will either provide fine arts insurance or require that participating organizations provide the insurance coverage with their own policies at the same level of protection afforded by HCCC. The policy referred to contains exclusions of loss or damage due to such causes as normal wear and tear, gradual deterioration, vermin, inherent vice, insurrection, confiscation by public authority, risks of contraband or illegal transportation of trade, damage due to mechanical or electrical breakdown of the artwork, and nuclear or radioactive force.

5. If the insurance carrier finds damage incurred directly related to insufficient packaging or crating by the Lender, or Lender's assignee, HCCC will not be held liable for damage incurred. The Lender agrees that, in the event of loss or damage, recovery shall be limited to such amount, if any, as may be paid by the insurer, hereby releasing HCCC, the Board of Directors, each of the participating museums and employees of HCCC from liability for any and all claims arising out of such loss or damage. If no amount has been specified by the Lender, HCCC shall insure the Work at its own fair market value estimation, provided, however, that such estimated valuation shall not be construed to be an appraisal of the Work by HCCC for any purpose other than insurance. If the Work can be replicated by the artist's specifications the amount of such insurance shall be limited to the cost of such replacement.

6. If the Lender elects to maintain his/her own insurance, HCCC must be supplied with a certificate of insurance from the Lender's insurance company, naming HCCC and each participating museum as an additional insured or waiving subrogation against HCCC and each participating museum. Otherwise, the loan agreement shall constitute a release of HCCC and each participating museum from any liability in connection with the loaned Work. HCCC accepts no responsibility for any error or deficiency in information furnished to the Lender's insurers or for lapses in coverage.

7. In as much as there can be no standardization of quality and stability for craft materials, HCCC cannot be held responsible for fading and other subtle changes that may occur in standard gallery situations where reasonable care is taken to limit and/or protect the artwork from prolonged exposure to either natural or artificial light. If at any time, HCCC personnel feel that the Work is undergoing an unexpectedly rapid deterioration and that additional handling and exposure would place the Work at significant risk, then the Work will be deleted from the exhibition, and, upon proper notification, be returned to the Lender.

8. The Lender authorizes HCCC and its sponsor(s) to use, duplicate, and distribute photographic materials of the Work in print and electronic media to promote and publicize the Exhibition, for archival and other non-commercial educational purposes related to the Exhibition provided that the Lender includes the credit and any required copyright or other language provided by HCCC. Appropriate credit will accompany all such uses of the artist's image(s). Artists retain copyrights on all Work. HCCC will not authorize commercial use of an artist's image without prior written consent from the artist. HCCC will not be held responsible for the improper crediting or use of such images by other exhibition venues.

Signature (Lender):

Date:

Signature (HCCC):

Date:
