



maryland art place

## 2015 *OUT OF ORDER* FREQUENTLY ASKED QUESTIONS

*OUT OF ORDER* is Maryland Art Place's annual spring fundraising event at the 218 W Saratoga Street gallery. MAP welcomes all contemporary artists to participate in our Annual Do-It-Yourself Exhibition, Silent Auction and Party!

Please take a close look at how *Out of Order* will be presented. We hope the information provided below will make it easy for you to join in the fun!

### THE BASICS

**SAVE THE DATE:** Friday, April 24, 2015, 7pm – 10pm

**INSTALLATION IS ONE DAY ONLY!** Tuesday, April 21, 2015, 7am – Midnight

Each artist that wishes to participate in *Out of Order* 2015 will contribute a participation fee to MAP. This years fee is \$10 dollars for EVERYONE. Each participating artist will receive one complimentary ticket to the April 24 event. (A \$45 value!)

PLEASE READ through our general OOO Frequently Asked Questions carefully.

### FAQs

Do I need to sign up to participate in *Out of Order*?

No. You do not need to apply or sign up in advance to hang your work in *Out of Order*. Simply arrive at MAP anytime between 7am - midnight, Tuesday April 21 with your **ONE original work (ready to hang) along with your \$10 participation payment in hand**. Cash, check, and Visa/Amex/MC are accepted.

After payment, you will receive your loan agreement to fill out and you're off to hang your work! Whoohoo!

What are the installation dates?

**Tuesday, April 21 from 7am - midnight** (That's right, 1 Day Only!) Once you arrive with your one original work, you will check in with the MAP staff and volunteers to fill out the necessary paperwork. Space is first-come, first-served, so be sure to get here early enough to find your best spot in the gallery!

What kind of artwork is accepted?

Work of any visual media is welcome.

**Note:** MAP has a limited number of pedestals, so sculptural work requiring a pedestal for display will be accepted on a first-come, first-served basis.

## Is there a size limit for my artwork?

**Yes. All work must be equal to or less than 40 x 40 inches in scale.** No work with dimensions outside that size will be accepted. (We will have plenty of measuring tapes on installation day if you're unsure.)

## Does that mean my 5 ft. x 10 in. piece is acceptable?

Not this year. Any work with one or more dimensions (length, width, height) of more than 40 inches will not be allowed in the exhibition.

## Do I install my work myself?

Yes, indeed! MAP will provide some hardware, such as nails and hooks for installation (this does not include picture hanging wire, brackets or other mounting devices – **all work must be ready to hang**), as well as basic tools, though supplies are limited. There will be staff and volunteers on hand to assist you in hanging your work, if you need assistance.

***Note:** MAP is not responsible should the work be damaged due to faulty hanging or inappropriate framing or mounting devices.*

## If I can't come to hang my own work, can my friend hang the work for me?

Yes, that's what friends are for! Your friend must be willing to take responsibility for the work, must provide your written and signed permission, and be able to complete the loan agreement form with all pertinent information (artist name, title of work, dimensions, minimum bid, value, etc.).

*Please **DO NOT** send/bring your work to MAP before the installation. MAP will not hang work for those who are unavailable to hang it for themselves.*

## Can I reserve a pedestal and/or electrical outlet for my work?

No. MAP has a limited number of pedestals, available on a first-come, first-served basis. There are limited electrical outlets, also available until all are used.

## My work is a series. Can I display the whole series?

No. To be fair to other participating artists, MAP has to maintain a "one artwork per artist" policy. Consider exhibiting just one work from the series.

***Note:** This includes diptychs, triptychs and any other works with multiples.*

## Do I have to sell the piece I put in *Out of Order*?

Yes, absolutely! The work you include in *Out of Order* must be for sale. We'll split the proceeds 50/50 between you and MAP! - however, you do have the option to donate 100% if you're feeling generous... It is a fundraiser after all!!

## How should I price my artwork?

For this event, collectible means affordable! If you want your work to sell in the auction, it must be reasonably priced. Most artwork in past *Out of Order* exhibitions has been set at a minimum bid from \$10 to \$800. You will receive 50% of the highest bid placed. To help you determine your price point, here's an example: if you want to receive a minimum of \$100 for the artwork you place in the silent auction. You would therefore place the minimum bid at \$200.

It might happen that when bids close, only one person will have bid on your work at the minimum bid level you selected. In that case, you will still only receive 50% of the revenue from the sale.

\*\*\*Please keep in mind that this is a fundraising auction, and sales of work benefit you the artist, as well as supporting MAP.

In other words, we all want your work to sell! Plenty of volunteers will be on hand when you come to sign in and hang your piece. They'll be happy to assist you in figuring out a minimum bid price for your work.

**'BUY IT NOW' is Back!** Similar to Ebay, MAP is bringing back the option for all artists to participate in the "Buy It Now" option – a price point you set HIGHER than the minimum bid that encourages early sales at the event. For those guests that want to secure their purchases before the auction closes, the 'Buy It Now' price guarantees a sale for both parties at any time throughout the night.

MAP recommends pricing your work at about 80 - 90% of the retail value with enough room in between your minimum bid to go up. For example: Your minimum bid is \$200 and your retail price is \$400. It's recommended you price your 'Buy It Now' price around \$350.

\*\*\* Remember, guests may start their bids at \$200 and bid in \$10 increments throughout the night. Make sure there is enough room for your bids to go up! (If your minimum bid is \$200, you wouldn't want your 'Buy It Now' price at \$220, as this will be the highest bid and no room to move up.)

## What happens if my work doesn't sell?

If your work does not sell at the April 24 event, you will **NOT** be able to take your work home with you that night. Only work purchased through certified sales will be allowed to leave MAP on April 24. Nevertheless....

## MAP is pleased to offer a wonderful opportunity for you to contribute!

For the sixth year, when you register to hang your art during the April 21<sup>st</sup> installation, you'll have the opportunity to indicate your intent to donate your work, if unsold, to **The Art Connection in the Capital Region!** ACCR enriches lives by working in partnership with nonprofit organizations throughout the Greater Metropolitan Washington, DC area to make original artwork accessible to underserved members of our community. To learn more: [www.artconnecon-cr.org](http://www.artconnecon-cr.org)

If you choose not to donate your art to ACCR, then you must retrieve it no later than **Saturday, May 2, 2015.** (Yes, you only have 1 week after event night!)

**Note:** Any unsold work not picked up by May 2, 2015 will automatically be donated to the Art Connection in the Capital Region.

I am hanging my work in *Out of Order*. I plan to come to *Out of Order* on April 4 and bring my friend. Does my friend need a ticket?

Yes, your friend will need a ticket. As a participating artist you will receive one free ticket. If your friend wishes to come, she/he must purchase a ticket for \$45, or become a member of MAP at an appropriate level by April 15.

Note: Volunteers will also receive one free ticket. So, encourage your friend to volunteer!

How do I purchase tickets for *Out of Order*? How much are they?

Tickets are \$45 per person pre-sale and \$50 at the door. The event will offer an open wine/beer bar and light fare! Please visit the MAP website, [mdartplace.org](http://mdartplace.org) OR our event site on [www.missiontix.com](http://www.missiontix.com) to purchase tickets online.

If you have any further questions, please call 410.962.8565 or email [map@mdartplace.org](mailto:map@mdartplace.org) to connect with a staff member.

We look forward to your participation!