



**ENTRY FORMS** indicating choice of artist, work of art and photos of previous miniature work must be submitted to the Museum no later than July 8, 2009.

**DELIVERY & INSTALLATION:** Exhibits must be finished, delivered to the Museum, and installed by the entrant on Friday, November 6, between 9:00 a.m. and noon.

**SCALE:** Miniatures will be to the scale of 1 inch equals 1 foot.

**DISPLAY:** Exhibitors may choose between a horizontal viewing window that will measure 12" high by 22" wide, or a vertical window measuring 12" wide by 18" high. Viewing windows will be protected by Plexiglas panels. The bottom edge of the viewing window will be 50 inches from the floor. Exhibits will be centered behind the display window. Exhibits will sit on a shelf 24" deep behind a display wall. The shelf will be 12" below the viewing window. Risers and shim material may be needed to match the exhibit to the viewing window. Exhibitors should bring risers and shim material for their installations. All measurements are approximate within ½ inch—plan accordingly.

**DIMENSIONS:** Exhibits must not exceed an outside measure of 36" wide by 22" deep by 36" high. This is a maximum size—exhibits may be smaller as long as the viewing window is filled. Exhibitors may create custom mats for their windows to make the viewing area smaller, but it must fit behind the plexiglas. See attached photo page for reference

**ELECTRICITY:** Exhibits will be allowed one standard electrical outlet each. Exhibitors must supply their own extension cords and/or power strips. Exhibit lights should turn on and off from a main switch.

**SALES:** Exhibits may be offered for sale, but transactions must be handled personally by the exhibitor. Exhibits may not be removed before the close of the exhibition.

**WALL LABELS:** Information provided on the Entry Form will appear on the Exhibit's identification label. Once accepted, exhibitors may submit explanatory text of no more than 150 words for their label and the accompanying gallery guide by Monday, October 19, 2000.

**REMOVAL:** Exhibits must be removed on Monday, January 11, 2010, between 9:00 a.m. and noon.