The Gallery Upstairs at the Institute Library invite any artist participating in any weekend of open studios in October to have 1 small work each in an exhibit up from Oct to mid Dec 2024. There will be an opening party as well!

<u>GLORIOUS INDEX: New Haven Fall Open Studios, 2024.</u> <u>A tactile, miniature visual compendium exhibition of this month-long artist-run event...</u> The Gallery Upstairs at the Institute Library 847 Chapel Street New Haven CT 06510 Opening Reception: October 5th 6-8 pm October - November 2024 Tues – Fri: 11-5 / Sat: 12-2 Website: <u>https://institutelibrary.org/gallery/</u>

a Smörgåsbord survey exhibit featuring small works by artists participating in all weekends of the October New Haven Open Studios. Come by for a taste of what is on offer!

RSVP here – <u>Glorious Index @ The Gallery Upstairs (google.com)</u> Please fill out the form and keep a copy for yourself!

This exhibit is free and open to all who are **registered to their weekend's open studios**. Are you registered with your group?

Please **read all info carefully**- any work not adhering to guidelines may not be included. This is up to the Gallery organizers to determine, all decisions are final.

Please follow instructions; do not call or contact organizers or library. If you have any questions or problems, please note them on paper and include with your drop off. We will try to solve the problem and or accommodate to the best of our ability.

Drop Off:

Dropped off to Institute Library book drop (24/7 access) or at library during open hours- see website: <u>HOME - The Institute Library</u>

The 24 hour dropbox is accessible to all and located at the entrance on the street level.

We will offer a set of **live drop off dates** in the gallery, and can answer questions then as well: Fri sept 13, 4-6 pm, Sept 15- 4-6pm, Sept 16 4-6 pm

*We would like individual weekends to organize local dropoff locations, to then bring us one box of collected artwork. Please organize this amongst yourselves it will be very helpful to us all. Thank you.

HELP MAKE THIS EVENT A SUCCESS:

- All work needs to be delivered no later than sept 16th
- Size limit 10 x 10 inches may be a sample or model if you traditionally work large- be creative!
- All work must be ready to hang or display.
- All work needs to stay on display for the duration of the exhibit.
- All work must be artwork not signage or PR *
- Please print a copy of the form and include it with your artwork for printing options, we recommend public libraries and downtown businesses (ie. Tyco, staples etc)
- Wrap the work securely and include your name and address, plus the words "Open Studios Exhibit" clearly on the front.
- Please also include up to 2 pages of text formatted with your name on top that you would like to go in sleeves in our binder. For instance: a statement and social media sites etc. you may also include a few business cards.
- We will make up an exhibition list including prices for visitors.
- We will make up an e-vite to share with your community, and there will be an opening reception and party which you are cordially invited to!

*Are you a local gallery space having a group show of 5 or more artists during Oct open studios? Please send us a poster/postcard /printout of the exhibit with full artist listings and we will include it on our map and info board! Please make it aesthetic and eye-catching and no bigger than A4. Thank You!

Group exhibits under 5 people: each artist may submit a work as per the above instructions.

Please note: there are two sets of steep stairs to the gallery and parking is limited due to local construction, we apologize for these conditions.

We will be asking artists for organizational help during the intake and installation and the opening party and cleanup. Please be prepared to pitch in!

Final Note: The library is getting building work done starting sometime in November which may affect open hours and the final exhibition dates, but the idea is to have the show run up to the holidays to showcase local work and small works of art for gift giving. Please stay tuned as we are apprised of details.

We are excited to have your art in the gallery and are delighted to be a part of open studios

Thank you! Max & Martha