



## MEMBERS' EXHIBIT 2025 PROSPECTUS

Exhibit Dates: July 9 – August 2, 2025

Entry Registration Period: May 19 – June 10, 2025

Every year, the Members' Exhibit is one of the most anticipated events at Viewpoint Photographic Art Center. For members, the annual show provides an opportunity to present recent work that reflects the growing edge of creativity and interests. Viewpoint has the honor of presenting outstanding photographers who utilize an expanding variety of print media for an increasing audience of appreciative viewers. The month-long July exhibit poses the challenge of not only highlighting individual talent but also transforming the diverse art into an exciting collection. The Members' Exhibit is consistently one of the most popular of the year.

Members are invited to **submit one photograph** for display. New work that has not been displayed previously at Viewpoint Photographic Art Center or other local galleries is preferred. Submissions are not restricted to a particular theme or form of photography. Exhibition display space includes both the Main and Step-Up galleries and only the **first 100 entries** will be accepted. In the past, registration for the exhibit has closed earlier than the announced closing date because the quota has been reached. Register your entry sooner rather than later!

Entering your photograph into the Members' Exhibit 2025 is straightforward. Upload your submission to [www.viewpointphotoartcenter.org](http://www.viewpointphotoartcenter.org) under Exhibits-Call for Entries. Register your entry online from May 19 – June 10, 2025. The nonrefundable entry fee is \$25.00 and is due with the Registration on EntryThingy. A thumbnail image of the print is required with the registration. A successful registration on EntryThingy signifies your acceptance into the Members' Exhibit 2025.

After registering your submission on EntryThingy, take your print to Viewpoint during the submission period. The submission period for the Members' Exhibit 2025, is June 11 to June 21, 2025, during gallery hours. If you are unable to deliver your print during the submission dates, please ship with return postage to

Diana Proctor Viewpoint Photographic Art Center  
UPS Store #4601  
1809 S Street Suite 101  
Box 163  
Sacramento, CA 95811

Include a **prepaid shipping label** for shipment back to you in case your image is not sold. After shipping your image to the above address, please inform the Curators of the print's expected delivery date by emailing [exhibits@viewpointphotoartcenter.org](mailto:exhibits@viewpointphotoartcenter.org). Subject: Members' Exhibit 2025.

### SPECIFICATIONS FOR ENTRYTHINGY REGISTRATION

1. Download the Prospectus; it will not be available online after the Entry Period. Complete the Print Information Sheet, the last page of this prospectus.
2. The maximum print size including the mat is 22 x 28 inches. A square image may be a maximum of 20 x 20 inches. For a print not submitted in a traditional gallery mat (e.g., prints on aluminum), the maximum overall size is 22 x 28 inches.

3. Prepare the Thumbnail Image digital file to the following specifications:
  - File type: jpeg format
  - Color space: sRGB
  - Image Quality: High
  - File size: 1024 pixels on longer side dimension at 72 ppi. Less than 2 MB.
  - File Name: Your last name followed by image title. For example:  
smith\_\_duneshadowdeathvalley.jpeg File name should not contain capitals, spaces, or any of these special characters !#%^@+,:;=() or periods other than the one before the file extension (jpg). Hyphens and underscore are okay. Do not watermark the image.
  - Save your file

4. Upload your submission to Entrythingy online through the Viewpoint website ([www.viewpointphotoartcenter.org](http://www.viewpointphotoartcenter.org) Exhibits/Call for Exhibits).

In EntryThingy, under Statement about work include the following information:

- Title of Print
  - Artist's name
  - Photographic medium of the print
  - Print image size, measured in Width by Height (For example: Vertical print - 11 inches wide x 14 inches high or for Horizontal print - 14 inches x 11 inches)
  - Mat size, measured in Width x Height (For example: Vertical mat 16 inches wide x 20 inches high or Horizontal mat 20 x 16 inches)
  - Total number of prints available for purchase including the exhibited print – maximum is **4** (3 plus the one on display)
  - Sale price or Not For Sale (NFS) Upload Thumbnail Image jpeg file to EntryThingy. This jpeg file will be used for the Viewpoint online gallery and sales.
5. The entry fee must be paid at the time your entry registration is completed in EntryThingy. The entry fee is non-refundable.
  6. All entrants to the Members' Exhibit 2025 must be current members of the Viewpoint Photographic Art Center or new members enrolled prior to the submission of any work. New members or members with outstanding dues are encouraged to pay membership fees online through the Viewpoint website prior to their print submission.
  7. Entry registration deadline is Sunday, June 10, 2025 at 11:59 p.m. PST.
  8. Email any questions to [exhibits@viewpointphotoartcenter.org](mailto:exhibits@viewpointphotoartcenter.org) with subject heading: Members' Exhibit 2025.

## SPECIFICATIONS FOR PRINT SUBMISSION

1. The maximum size for a print is 22 x 28 inches or 20 x 20 square. For a print not submitted in a traditional gallery mat (for example, prints on aluminum), the maximum overall size is 22 x 28 inches.
2. Viewpoint will provide acrylic glazing for matted prints in the following sizes: 8 x 10, 9 x 12, 11 x 14, 16 x 20, 18 x 24, 22 x 28 and 20 x 20. If you use a different-sized mat, you must provide acrylic glazing of the same size at the time of print delivery. Your acrylic will be returned to you when the exhibit ends.

3. Submitted work(s) should meet professional presentation standards. Only use archival materials and methods. **Do not frame your print.** No framed work will be exhibited.
4. Print Presentation:
  - a. Traditional Gallery Mat: A white over mat is traditional and strongly urged. Hinge the mat and backing board with archival tape and mount the print on the backing board with corners, tape, or dry-mount tissue. Please avoid foam core backing. Due to the display method used by Viewpoint, total thickness should not exceed 3/16 inch (4 mm).
  - b. Alternative medium prints, such as images printed on aluminum or canvas are acceptable. Label the reverse side of the print with your name and title of image.
  - c. Place the matted print (or alternative medium) in a sleeve or appropriate protective material. Do not seal the sleeve. Include the Print Identification Sheet (see last page of this Prospectus) inside the sleeve of the accepted print.
5. We encourage you to make your print available for purchase. Please request a minimum \$75.00 sale price for each print.
6. Deliver prints to Viewpoint between Wednesday, June 11 through Saturday, June 21, 2025.
  - a. In person deliveries must be made during gallery hours.
  - b. If mailing a print entry, the artist/owner of the image submitted is solely responsible for the cost, care, protection, and insurance of the artwork during shipment to and from Viewpoint. Include a **prepaid shipping label** for the return of unsold prints. Shipped prints must be received during the designated submission period of June 7-June 22, 2025. Late arriving entries will not be accepted unless prior arrangements have been made with the Curator.

Ship entries to:

Diana Proctor Viewpoint Photographic Art Center  
UPS Store #4601  
1809 S Street Suite 101  
Box 163  
Sacramento, CA 95811

7. Unsold images can be picked up from the Viewpoint Gallery beginning August 6 through September 13, 2025 during gallery hours. Work submitted with return shipping will be shipped by August 27. Any work not retrieved by October 4, 2025 becomes the property of Viewpoint.
8. Please review the following Contractual Specifications carefully. Submissions that are not in compliance with the specifications will not be accepted for the exhibition.
  - a. You must be the creator and owner of the copyright for the image you submit. You will retain all rights to your image but you are permitting Viewpoint Photographic Art Center to display the image on its website and use it to publicize and promote the Members' Exhibit 2025 for no extra fees or royalties. Publicity may include, but is not limited to, publication in any printed materials, advertisements, catalogs, and electronic media, including Viewpoint's website.
  - b. Artwork submitted to the Members' Exhibit 2025 must be created by the person entering the photographic image/artwork and the artist shall be responsible for all appropriate permission(s) for the use of the image submitted.
  - c. Final acceptance of entries in the Members' Exhibit 2025 is at the Curatorial Committee's discretion after viewing the delivered prints. If a print does not match the appearance of

the submitted image file, or if the print quality or presentation is not suitable for exhibition, Viewpoint may request a correction or may decline to exhibit the print.

- d. For prints that sell, Viewpoint will split the Sale Price with the artist, with 50% to the artist and 50% to Viewpoint Photographic Art Center. Checks for the artist's portion will be mailed 30 days after the close of the exhibit.
  - e. Any disputes over an image will result in the image being removed immediately from the gallery.
  - f. As the artist, you are solely responsible for the cost, care, protection, and insurance of your artwork during shipment to and from the Viewpoint. Artwork or accessory submitted for this show will be treated with the utmost care, but Viewpoint's responsibility and liability arising from or connected with damage, loss, theft, or any other cause whatsoever is limited to the artist's commission (50%) of the Sale Price of the work submitted.
  - g. Multiple copies of images/artwork will be sold by Viewpoint only if the artist agrees to deliver finished prints to the gallery within two weeks of the exhibit's conclusion, at which time the gallery will fulfill the orders.
  - h. Exhibit prints must be picked up between August 6 and September 13, 2025 (unless shipping has been arranged). Any work exhibited in the Members' Exhibit 2025 that is not retrieved by October 4, 2025 becomes the property of Viewpoint Photographic Art Center.
  - i. Upon registering and submitting your image, you are declaring that your submission meets Viewpoint's guidelines and that you are agreeing to these terms.
9. The Curators for the Members' Exhibit 2025 are Rebecca Gregg and David Wong. Email any questions to [exhibits@viewpointphotoartcenter.org](mailto:exhibits@viewpointphotoartcenter.org) with subject heading: Members' Exhibit 2025.

## IMPORTANT DATES

May 19	Entry Registration Period Begins on EntryThingy through the Viewpoint website
June 10	Registration for the Members' Exhibit ends at 11:59 p.m.
June 11-June 21	Print drop-off at Viewpoint or shipping address
July 9	Members' Exhibit opens
July 14	City-wide Second Saturday event 4:00-7:00 p.m.
July 15	Artists' Reception 1:00-4:00 p.m.
August 2	Members' Exhibit Closes
August 6	First Day to pick-up unsold prints. (Check Gallery Hours)
September 13	Last Day to pick-up unsold prints

**Viewpoint Members' Exhibit 2025**  
**Print Information Sheet**

**PRINT NUMBER** (For Viewpoint Staff Only)

**ARTWORK INFORMATION**

Print Title			
Photographic Medium (circle one)	Gelatin Silver                      Inkjet Print  Alternative Process: (specify)  Other: (specify)		
Sale Price or NFS (Not for Sale)	\$ _____ \$75 is the minimum price on prints for sale in the gallery		
<b>Total Number of Prints For Sale</b>	1 <sup>exhibit</sup> 2      3      4		
Print image Size Width x Height	_____ (W) x _____ (H) inches		
Mat Size	_____ (W) x _____ (H) inches (Vertical mat)  _____ (W) x _____ (H) inches (Horizontal mat)		

**ARTIST INFORMATION (Please Print)**

Artist Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Return Mailing Fees and Materials Submitted \_\_\_\_\_ (Y/N)    Artist's Acrylic Submitted for odd sizes \_\_\_\_\_ (Y/N)

Mailing Address for shipped image: \_\_\_\_\_

Phone Number with Area Code: (\_\_\_\_) \_\_\_\_\_

**VERIFICATIONS**

As an entrant in the Members' Exhibit 2025, I verify that:

- I created and own the artwork submitted.
- I have read the Specifications for Print Submission and agree to the terms and conditions for submission, display, and sales.
- I am a member in good standing of the Viewpoint Photographic Art Center.

Artist/Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**VIEWPOINT Staff - ONLY**

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_