



200 West 8th Street, Lockport, Illinois 60441 (2nd floor)

Exhibit Info Phone: 815.260.8800 / Exhibit email: openlens@gmx.us

Gallery Hours: Thursday through Saturday 12 ~ 5:00 pm, Sunday 12~3pm.

Open Lens XV PROSPECTUS

A juried Exhibition of Fine Photography at Gallery Seven

June 1st ~ July 6th, 2025

Important Dates:

April 1 through April 30, 2025 - Submission of images; Please send digital files ONLY of the images you are submitting in the form of **jpeg files**, by email or mailed CD. (see file specifications below)

****PLEASE NOTE: We CANNOT accept print, including matted or framed prints for jurying as they cannot be viewed by the jury in a timely manner. Drooped off prints at the gallery for jurying will be not be accepted**

April 30 – Open Lens XV submissions close at Midnight

May 2 through 6 - Jury of submitted images.

May 7-8 - Notification of selected images, via email

May 29 – June 1- Delivery of selected photographs during regular gallery hours

**** New this year will be a drop off and pick up schedule which the artists will select their best time to drop off pick up art work**

June 5th - Open Lens XV opens

June 14th – Artists Reception - 4:00 to 7:00pm - Meet the Artists, Awards Presentation at 6:00pm

July 6th - Open Lens XV closes

July 10-13 - Pick-up of photographs during regular gallery hours

**** New this year will be a drop off and pick up schedule which the artists will select their best time to drop off pick up art work**

The Exhibit: Open Lens XV will consist of the finest submitted photographs as determined by our jury.

Jurors: The Gallery Seven Partners will jury the exhibit.

Eligibility: Open to any artist. All photographs must be entirely the creations of the submitting artist. Each artist may enter only once. Images will be juried randomly and without identification of the artist before or during the jury. **All submitted images may not have been submitted in a previous Open Lens competition.** All selected works may not have been exhibited at Gallery Seven in the past. All submitted works must be for sale if selected. Any submission is not valid until the \$35.00 jury fee is received. The jury fee must have been received prior to the jury date to be included in the jury.

Any image with a watermark or other name or artist identification will automatically be disqualified without submission fee refund or replacement possibility for that image.

Photographic Criteria: Photographs must be the vision of the submitting artist made through a photographic process. The image may be created on film or by digital capture and may be enhanced or manipulated by computer software, including that which uses AI for its functions, but an AI computer-generated/created or graphic design image will not be accepted. Digital techniques may be used to enhance images, provided they are subtle and do not substantially modify or become an element of the image. Subtlety will be at the discretion of the jury. Entrants will have the opportunity to reprint images when digital treatments are judged to be overly present. Since this is an 'open' competition there are no categories or topic restraints, all genres of photography are welcome. The judges are looking for spectacular images that no one has ever seen before. The gallery wants to exhibit your images that are awesome!

Sale of Photographs: Photographs which are sold **will remain on display until the end of the exhibit.** Payment for any photograph sold during the exhibit will be made to Gallery Seven. The Artist sets his or her own prices. Pricing help is available from Gallery Seven. A 30% commission will be deducted from the artist's price so account for that percentage in your pricing. Artists will be paid by Gallery Seven within 45 days of the exhibit's closing. Gallery Seven will collect sales tax on all sales.

Submission of Photographs: Images **must be submitted in digital jpeg format via email** or by burning the same jpeg versions to a CD and submitting by U.S.P.S. to the Gallery Seven address above. Gallery Seven does not have the storage space, nor will all our member jurors necessarily be able to view prints in any form including matted and framed prints for the purpose of jurying. Jurying is performed digitally. **Print submissions will be rejected.** Email address and delivery requirements, image sizing and naming specifications appear later in this prospectus.

Prints of submitted images may or may not be produced prior to exhibit selection, but the artist agrees by submitting an image to print and frame and deliver any selected image by the drop off deadline. Selected images not produced and dropped off by the deadline will be disqualified and no submission entry fee refund will be given.

Jpegs of submitted images should be representative of the actual image. Over saturation of color, over sharpening and other digital treatments will factor in the judging of the image. Submission of images constitutes permission by the artist for use of images in marketing for this and future Open Lens events.

Jury Fee: Each submission from an artist requires a non-refundable jury fee of \$35.00 to be included in the jury process. The jury fee payment may be made by check, payable to **Gallery Seven with Open Lens** on the memo line and mailed to **Gallery Seven at 200 West 8th Street, Lockport, Illinois 60441**. The check may be sent before or after the email submission, but must arrive within a week of the date of the email submission. Payment may also be made by cash at Gallery Seven. **PLEASE DO NOT SEND CASH THROUGH THE MAIL.** Credit card payments can be accepted at the Gallery but not over the phone. Payment may also be made through PayPal on the gallery website: www.galleryseven.net

Submission Rules: All submissions must adhere to the Photographic Criteria (see below). Gallery Seven reserves the right to refuse work at drop off that is damaged, considered not acceptable for hanging, or does not meet the Photographic Criteria. Gallery Seven reserves the right to reject Photographic prints of submitted images at drop off that significantly deviate from the submitted image jpeg file in terms of saturation, sharpness, or pixelization. The artist may choose to reprint any rejected print of a jury selected image and re-submit a corrected print before the delivery deadline.

Image Naming and Sizing Specifications: *These specifications must be followed exactly.* Any submission not following the specifications will be returned unaccepted. Returned submissions may be resubmitted by the submission deadline if corrected per specifications.

Naming of files: **Files must be named like this:** Last Name, First Name initial, the number 1 through 5 (or the number of submitted images if less than 5). **Example: SmithJ1, SmithJ2, SmithJ3, SmithJ4, SmithJ5.**

Sizing of image files: **Images should have no border treatment.**

Size your image at **3000 pixels** on the **longest** dimension. Send each image as a **separate attachment** in as few emails as possible to: openlens@gmx.us You should send all submission emails at the same time.

DO NOT EMBED IMAGES in the body of text emails. Submissions sent as such will be rejected. A rejected submission email will get the reply “please re-submit according to the guidelines”.

On the subject line of your email, put: **Open Lens XIV Submission.** Then attach your files.

Proper Presentation: Photographs printed on paper must be mounted and matted in a professional manner. The gallery prefers the four traditional mat board colors; white, off-white, antique white and natural, but will accept other neutral colored mats like black, gray or beige/tan. With rare exceptions bright colors and fancy mat boards actually detract from an image and also detract from the art works hanging near them. Fancy, ornate frames usually have similar effects on photography. Such treatments will not likely be accepted, but if you feel you have a strong case for such a treatment, please send us an inquiry first, with a picture of the mat (and frame if applicable) and ask if it would be acceptable. Such finishing treatments if not pre-approved will be rejected.

The artist should title and sign their work below the mounted print in pencil so it is clearly visible. In some instances signing the mounting or mat board or on canvas, metal or glass and other borderless treatments, signing directly on the print surface is acceptable. We understand that some artists do not want to sign directly on print surfaces, in such cases a signature should be added to a certificate of authenticity on the back of the framed piece.

All artwork printed on paper **must be framed and glazed with glass or Plexiglas.**

Selected images may also be produced in a non-matted but framed treatment. Canvas, metal or other non-standard printed images may be framed or non-framed pieces.

Non-framed canvas prints must have wrap around treatments or black side edges; **canvas non-framed prints showing white sides or staples will be rejected.**

Other non-standard treatments such as metal prints must have finished edges.

Gallery Seven **reserves the right to reject any framing treatment deemed not suitable for the exhibit.** The artist retains the choice to re-work the framing treatment if rejected and return before the end of the drop off period.

All photographs must have wire hanging hardware. The wire must be attached to the frame not the artwork. The wire must be positioned in a manner **so that the gallery hook does not show over the artwork's edge.** Art works with **saw tooth, other hanging hardware, or no hanging hardware will be rejected.**

All frames must have bumpers on at least the bottom corners.

The artist may redo the hanging treatment within the drop off period. Picture frames are meant to protect artwork. **The artist assumes the risk of damage to any artwork that is delivered unframed.**

There is a size limit for any selected image of 1800 square inches in total (height X width) and a weight limit of 50 pounds for each piece. Artists/artwork chosen for the exhibit will be sent (e-mail) identification labels which must be attached to the back of each artwork.

Delivery and Pick up of Art Works: Artists are responsible for delivery and retrieval of their photographs in the specified time periods. Artworks left at Gallery Seven for more than 30 days after the final pick-up day; July 13, 2025, will be considered “abandoned property” and will become the property of Gallery Seven. Artwork accepted for the exhibit must be delivered during regular gallery hours. A drop off and pick up schedule will be sent out to those folks having accepted works to sign up for a delivery or pick up time that best fits their schedule. Gallery Seven reserves the right to reject any delivered work that does not clearly represent or match the original submission.

Gallery Seven will accept delivery from artists wishing to ship their work. Artists are responsible for the costs of shipping (and insurance) **to and from the gallery, and for providing pre-printed return shipping forms/ labels for your preferred carrier.** All shipped work must arrive during the hours the gallery is open. You must inform your carrier of our hours for your package to be accepted. **Artwork(s) must be safely packed in reusable shipping materials, (NO Styrofoam peanuts please) box or crate.** Gallery Seven assumes no liability for damages to your work during shipping or while in our possession. Work will be inspected upon arrival and you will be contacted if there is shipping damage. Boxes arriving with exterior damage will be photographed for you in the event you wish to pursue damage reimbursement with your shipper. You may use the shipping company of your choice as long as they deliver directly to the gallery. **We cannot pick up or drop off work at UPS, Post Office or any other drop site.**

Artwork Packing Material for hand delivered art works. Most accepted artists hand deliver their pieces and bring them to the gallery in some form of protective covering. Gallery Seven **does not** have storage space for all that covering material! You must take it with you after unwrapping your piece(s) and they are inspected. We will take good care of them in this unwrapped state so do not worry about them. Upon returning to pick up unsold works, bring protective covering for transport home, we DO NOT have supplies of such for you to use.

Return Shipping: will pack returning works at the end of the show if not picked up or sold. It is the artist’s responsibility to pay for shipping costs and insurance during return. Arrange for shippers to pick up your work during the **designated shipper pickup days July 11 - 13, noon to 5 p.m.** Please do not arrange pickup before these days as we need time to safely repack your work. We will save the original shipping packaging for the return shipping for the few pieces that were shipped to us. Setting up a free USPS or FedEx or UPS account online is easy and you can arrange to have the work picked up at the gallery. Please be sure to include the prepaid/preprinted label or make sure your carrier brings a label at pick-up. Absolutely NO plastic peanuts in shipping boxes!

***New this year, we will utilize a schedule for delivery and pick up** of your works. You will be sent prior to the delivery period a schedule with time slots on the delivery dates to sign up for, you will be asked to select a primary and a secondary time slot. Prior to the end of the exhibit, those artists whose work has not sold will be sent a similar form for pick up and will use the same procedure to schedule their pick up slot.

Awards: Best of Show, 1st, 2nd and 3rd Place and Honorable Mention awards will be given.

Gallery Seven will: Install the exhibit and staff the gallery during regular hours and special events, send invitations of the opening reception to more than 2000 people on its mailing lists, design and print posters, and send press releases to publicize the exhibit and the reception for the artists.

Artists are responsible for: Producing images selected from submissions and delivering artworks to Gallery Seven by the deadline via the delivery schedule; insuring their artwork while it is on display at Gallery Seven (Gallery Seven provides no insurance for your artwork while on display in the Gallery); forwarding e-mail invitation(s) to your mailing list and address book; picking up unsold artworks during the scheduled pick up period; being professional and adhering to all Gallery Seven guidelines and rules. **There are no offsite deliveries or pick-ups; if you cannot deliver and pick up a selected image, shipping is your only other option.**

Open Lens XV

ENTRY FORM

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Please include this form with your jury fee payment if paying by check. E-mail this form or send by postal mail if paying your jury fee payment online. Make checks payable to Gallery Seven and mail to the above address. The fee is \$35.00 for up to 5 images (that means for 1 image or for 5 images, the jury fee is the same). Your submission is not accepted until we receive payment. Any submission fee not paid by the jury date will not be juried.

I am paying the jury fee by check through the mail

I am paying the jury fee by PayPal (www.galleryseven.net)

I am paying the jury fee by check, credit card or cash at the gallery

Please Print LEGIBLY!

Name _____

Address _____ City _____ State/Zip _____

Phone Contacts: Home _____ Cell _____ Other _____

E-mail Address : _____

Website: (if you have one) _____

Where did you hear about Open Lens XV? _____

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Image Submissions: Please print and please print legibly. If we cannot read it, you will be asked to re-submit the page. Please fill out one label for each submission of up to five images. Media refers to the physical composition of the finished artwork. Examples: Silver print, Chromogenic print, Giclée on paper, Giclée on canvas, Giclée on aluminum, plastic, glass, wood, or any number of alternative processes i.e. Carbon print, Gum Bichromate, Cyanotype, Van Dyke brown print etc., or simply color or black & white photograph.

Image 1 *Title* _____

Color *B&W* *Print Media:* _____

Framed; Wood **Metal** / **Unframed: Canvas** **Metal** **Glass/Acrylic** **Wood**

Image 2 *Title* _____

Color *B&W* *Print Media:* _____

Framed; Wood **Metal** / **Unframed: Canvas** **Metal** **Glass/Acrylic** **Wood**

Image 3

Title _____

Color *B&W* *Print Media:* _____

Framed; Wood **Metal** / **Unframed: Canvas** **Metal** **Glass/Acrylic** **Wood**

Image 4

Title _____

Color *B&W* *Print Media:* _____

Framed; Wood **Metal** / **Unframed: Canvas** **Metal** **Glass/Acrylic** **Wood**

Image 5

Title _____

Color *B&W* *Print Media:* _____

Framed; Wood **Metal** / **Unframed: Canvas** **Metal** **Glass/Acrylic** **Wood**