October 27, 2014

Dear Susan Harmon,

Thank you for entering your artwork for consideration in our exhibition 5x5(x5). I am pleased to inform you that our juror, Kayleigh Bryant, selected the following of your piece(s) to be a part of the exhibition:

“Lukewarm Prayer 5,” “Lukewarm Prayer 14” and “Lukewarm Prayer 16"

Please reply to this email to verify that you have received this notification and the 3 attached documents.

Please also make sure the attached image matches the title of the accepted artwork.

Exhibition Calendar

Dates: December 6, 2014 – January 18, 2015

Reception: Thursday, December 11th, 6-8pm; Gallery Talk with Kayleigh Bryant at 7pm

Artwork in gallery: between Friday, November 28 and Tuesday, December 2, 2014, 10am-6pm

(Our storage is VERY limited. Unless you make specific arrangements with the gallery, please do not have your work delivered earlier than November 28th.)

Artwork Shipped Out: January 20, 2015, between 10am-6pm

(hand-delivered work may be picked up on Tuesday, January 20, 2015, 10am-6pm)

NOTE: DO NOT SCHEDULE RETURN SHIPPING VIA FedEx Ground. See loan agreement for details

Checklist - please send paperwork along with artwork and not ahead of time

\_\_\_\_ Loan Agreement completely filled out & signed to include price of piece

\_\_\_\_Terms and Condition Agreement signed

\_\_\_\_Return Shipping, prepaid or arrangements made for pickup of work (NO PACKING PEANUTS PLEASE)

\_\_\_\_1 page Artist Bio & Artist Statement (see attached sample – it does not have to be exactly like this but we only want a 1 PAGE document, and nothing longer)

If you have any questions, please do not hesitate to contact the gallery.

Sincerely,

Kaitlyn Ward, Gallery Director | targetgallery@torpedofactory.org

Target Gallery | National Exhibition Space | Torpedo Factory Art Center

105 N. Union St., Alexandria, VA 22314 | 703.838.4565x4 |

www.torpedofactory.org/target | www.facebook.com/targetgallery | twitter.com/targetgallery