



February 3rd, 2022

Hello Teachers!

We are excited to announce the details for Rockford Art Museum's 81st Annual Young Artist Show. The Youth Division of the exhibition, which features work from elementary and middle schools, will run in-person from April 24th through May 15th, 2022.

In the following pages, you will find all the submission requirements and important deadlines for the Youth Division, but here are a few dates to mark your calendars with:

March 28th: Inventory sheets emailed by this date

April 1st – 10th: Artwork drop-off

April 24th: Exhibition opens

May 15th: Exhibition closes

May 16th-20th: Artwork pick-up

We truly appreciate your dedication to your students and the hard work you put in to give them this opportunity to be recognized. We're looking forward to another year of great artwork, excellent students, and a wonderful exhibition!

Sincerely,

Jaymee Fedor
Education + Engagement Manager
jfedor@rockfordartmuseum.org
(815) 972-2874



General Information

Youth Division: April 24th – May 15th, 2022

GENERAL INFORMATION:

- Entries are accepted from students who attend public, private, or homeschools in **Winnebago County** serving grades K-8.
- Respective art teachers select the pieces to be included in the exhibition.
- Grade school submission limit: **5 entries per school** (no more than one 3-D piece)
- Middle school submission limit: **8 entries per school** (no more than two 3-D pieces)
- Homeschool submission limit: **1 per student**
- Selected work must remain on view for the duration of the exhibit.

ARTWORK REQUIREMENTS:

- Entries may be any media and must have been completed during the past calendar year.
- No piece should measure over 18 x 24 inches, including the mat/mount.
- **All entries must be ready to display.** Please mat or mount all 2-D entries with construction paper, cardstock, tag board or mat board. No picture frames will be accepted.
- In order to showcase a wide variety of works, please avoid submitting 2 or more pieces from the same assignment.
- Rockford Art Museum will print name labels for all pieces, please do not add name labels to the front of work.
- Rockford Art Museum handles work with care, but cannot be held liable for any damages.

OPENING:

Due to the uncertainty of the pandemic, there will be no formal opening reception for this exhibition. Instead, teachers, school staff, and families are encouraged to come view the exhibition anytime during our open hours. We are hoping this will reduce large crowds and increase the safety of our student community. Awards will be presented via social media on opening day, April 24th.

Submission Requirements

INVENTORY SHEET GUIDELINES:

- Schools with both elementary and middle school levels should submit two separate inventory sheets.
- Schools with only K-5, only middle school, or homeschools should submit only one inventory sheet.
- Schools should pick one primary contact person and an optional secondary contact person to be added to the inventory sheet.
- You may download and type your inventory sheet (preferred), or print and fill in by hand. If hand-writing, please print legibly.
- Finished inventory sheets should be emailed to education@rockfordartmuseum.org by March 28th, 2022 (**before** artwork is dropped off). Keep a copy for your records, and drop a copy off with the artwork.
- Inventory sheets can be found by following this link:
https://drive.google.com/drive/folders/1MIQIAhnkTf62081_mYJC-av1KyKiXOGg?usp=sharing

ARTWORK ID CARD GUIDELINES:

- Each artwork should have an ID card affixed to it before drop-off.
- 2-D pieces should have ID cards placed on the center back with the arrow pointing towards the top of the piece.
- 3-D pieces should have ID cards secured wherever it makes the most sense.
- The number on the ID card must correspond with the number on the inventory sheet. Please double-check the ID cards with the inventory sheet before dropping art off.
- The ID card template can be found by following this link:
https://drive.google.com/drive/folders/1MIQIAhnkTf62081_mYJC-av1KyKiXOGg?usp=sharing

Drop-Off and Pick-Up

WORK DROP-OFF:

- Each school's complete set of entries must be dropped off at the same time. Be prepared to sort the artwork you are delivering by grade.
- Work can be dropped off to the Rockford Art Museum shop anytime during our open hours between April 1st – April 10th. Our normal open hours are **Thursday-Sunday, 10am-5pm**.
- Please note that the museum building is **closed on Mondays**. If you plan on dropping work off before 4:30pm on a Tuesday or Wednesday, please call ahead as the museum is closed to the public but the offices are open. You can call at (815) 972-2874.
- Rockford Art Museum is located in the Riverfront Museum Park, located at 711 N. Main St. in Rockford

WORK PICK-UP:

- Art work can be picked up between May 16th – May 20th anytime between 10am to 4:30pm.
- If you plan on picking up work on Monday 5/16, Tuesday 5/17, or Wednesday 5/18, please email education@rockfordartmuseum.org or call ahead at (815) 972-2874 so we know to expect you.
- If you need to schedule a different pick-up time or date, please contact us in advance. Work will of course need to remain on display through Sunday, May 15th.

Questions? Please email Jaymee at education@rockfordartmuseum.org or call (815) 972-2874 😊

Thank You!