

VERVE

GALLERY OF PHOTOGRAPHY

PORTFOLIO SUBMISSION GUIDELINES

Verve Gallery of Photography welcomes portfolio submissions.

Verve is a private gallery in Santa Fe, New Mexico that features and sells contemporary fine art photography. Please visit our website, www.VerveGallery.com in order to acquaint yourself with the gallery and its work.

Verve is open to new work in all photographic based media, subjects, styles and schools. We look for artists who have a mastery of the photographic medium, demonstrate vitality and originality in expression, excellence in composition, and have verve in imagination. We apply these criteria in selecting work in each of the following categories.

Verve has three categories of submissions:

Verve's Represented Artists.

Verve's Represented Artists are those photographers that Verve features throughout the year and with whom Verve has a committed long-term business relationship. Photographers who are interested in such representation are invited to submit their work in this category.

Contemporary Documentary Photographers —Photojournalism.

In mid-winter Verve hosts an exhibition of contemporary documentary photography or photojournalism. The show may be either a group show or the work of a single photographer. Verve generally schedules this show more than a year in advance. Photojournalists are invited to submit work.

Emerging Photographers.

Verve welcomes the work of emerging artists. We feature one emerging artist at a time on Verve's website. Once the work is selected by Verve it will be shown on Verve's website as an on-line exhibition. As a general rule, the work will be up on the website for a period of four to eight weeks. The on-line exhibition of a single emerging artist will complement and run concurrently with a Verve Gallery exhibition. Please indicate in your submission that you wish to be considered as an Emerging Photographer.

Please Note: In submitting your work to Verve for gallery representation in any or all of the categories, and if accepted by Verve, Verve expects to be your exclusive gallery and agent in New Mexico throughout the term of any agreement with Verve.

Verve's submission guidelines:

Verve receives a large number of portfolios to review. Your cooperation is necessary in order for us to give your work a full, fair and timely review. Please review and follow these guidelines carefully. Thank you.

Verve's is a green business. We request that you send your submission via email. We are not responsible for items sent to the gallery.

In a concise email, **with the subject of the email your surname followed by your first name**, please provide the following:

1. Contact Information

(Name, Address, Telephone Number(s), Email Address)

2. Category for Review.

In your letter of transmittal please advise us in which category or categories you wish to be considered.

3. Website.

If you do not have a website with the following information, please send the following attachments with your submission *(All documents should be in Microsoft Word or PDF.)*

A. Resume.

Please include your contact information, as well as your education, your experience in photography, and other relevant information with respect to your experience as a fine art photographer. Please list all gallery representations, exhibition history, and collections that have your work (private and public).

B. Artist Statement.

Provide us with an artist statement for each body of work submitted.

C. Images (Bodies of Work)

Please provide us with ten (10) jpgs, either compressed into a zip file, or attached separately to the body of the email. You should make certain images are 72 ppi at 6" width or length. If you are submitting more than one body of work, please e-mail 10 jpgs of each succeeding body of work in a subsequent email. The title in the subject heading of each succeeding email should contain your last name, first name and Portfolio Submission #2, (for example: Scanlan, J: Portfolio Submission #2)

D. Image File Names

Name your image files as follows: last name, underscore, first name initial, underscore, image title. If your image is untitled, designate the image as Untitled_1, Untitled_2, etc. (Example: Scanlan_J_New Mexico Moonset; or Scanlan_J_Untitled_1, etc.)

4. Please address all submissions to: Submissions@vervegallery.com

5. Notification

The Gallery Owner, the Gallery Director, and the Gallery Manager carefully review each portfolio submission. Many factors enter into the decision on whether or not to represent an artist or an artist's body of work. Our criteria include aesthetic considerations, existing commitments to artists we represent, calendar settings, and ultimately; the marketability of the work to Verve Gallery patrons.

After reviewing your work, if we conclude that the work is a good match for Verve, i.e., that it meets *all* criteria for potential selection, we will notify you in writing of our interest in your work. If you do not hear from Verve Gallery, please know that our decisions are based on the above-mentioned criteria and do not reflect a critique of your work.

We review submissions by email only. Verve Gallery does our best to be a 'green' business, and we encourage you to submit your work electronically. Verve Gallery will not be responsible for submissions sent by any other means.

We thank you for taking the time to submit your work to Verve. If you do not hear back from us, we encourage you to continue in your artistic endeavors and keep us in mind as you develop new work.

6. Gallery Representation by Verve Gallery of Photography

All Verve's agreements to represent artists are in writing. The writings take the form of a letter of invitation, letter with show date commitments, etc. and a written Consignment Agreement. These letters and the consignment agreement set out the terms which govern Verve's relationship with artist photographers and vice versa. Until you have these documents in hand and both parties execute Verve's Consignment Agreement, Verve has no commitment to represent either you or your work. The terms of Verve's letters and the Consignment Agreement are not varied by any conditions, terms, or stipulations set out in any delivery memorandum, packing slips and/or correspondence accompanying any submission.

Any questions with respect to submissions should be addressed to:

Submissions@VerveGallery.com (505) 982-5009

Thank you for your interest.

Best wishes,

Jennifer Schlesinger

Gallery Director