

GUIDELINES FOR ALL CTWS EXHIBITS

Revised 2/2008, 01/2016, 08/2017,10/2017,11/2018, 2/2019, 01/2024, 06/2024, 10/2024, 12/2024, 8/2025,
10/2025, 04/2026

ELIGIBILITY OF WORKS:

- Paintings must be your **ORIGINAL WORK**, not a print or copy, and using your own **ORIGINAL IDEAS, SKETCHES, or PHOTOS**.
- Photos listed as “Free Copyright” posted online may **NOT** be used.
- Photos, not your own, may be used provided the photographer has signed or digitally confirmed permission allowing the artist to use their photo in a painting exhibit. This permission proof must be attached to the back of the painting.
- Direct and/or revised copies of artists’ sketches, paintings, printed materials, or photos from any published materials, i.e., internet, magazines, books, or furnished class materials are **NOT** acceptable.
- Paintings created in a learning environment such as a classroom or workshop that are **NOT** the instructor’s **ORIGINAL IDEAS, SKETCHES, COMPOSITION, or PHOTOS** are acceptable. The instructor is **NOT** allowed to alter the painting in any way.

MEDIA:

- Paintings must be 90% to 100% watercolor and/or gouache.
- Other water media, such as acrylic, casein, and egg tempera, presented in a primarily aqueous manner (no impasto), and/or ink can make up 10% or less of the overall painting.
- Use of collage materials will be accepted using any acceptable watercolor paper painted by the artist with approved water media.

PAPER:

- Paper designed for water media, including Yupo and Tyvek will be accepted.

MATTING:

- Paintings, up to and including full sheet size (22” x 30”) must be matted with a clean mat.
- Paintings larger than 22” x 30” may be unmatted.

SURFACE PROTECTION:

- Paintings (without varnish or cold wax) must be under Glass, unless larger than 22” x 30” full sheet where Plexiglass is recommended.

HANGING DEVICES:

- Paintings must be framed with a firmly attached TAUT WIRE 1/3 FROM TOP of FRAME.
- No other hanging devices are acceptable.

REMOVAL OF PAINTINGS:

- Paintings must remain hanging for the duration of the exhibition.

EXHIBIT COMMITTEE:

- The Exhibit Committee has full authority to apply rules and regulations for exhibits as well as authority to reject any work not meeting guidelines.

LIABILITY / ARTIST RELEASE SIGNED STATEMENT:

- Due care will be exercised in hanging the artist's work.
- An artist's release must be signed or digitally submitted, stating neither CTWS, its members, nor the show facility will be held responsible for loss or damage of paintings during the show.

ARTIST ENTRY FORM

- Artists will complete an exhibit entry stating painting is your own original work, not a print or copy, and it was created using your own original ideas, sketches, composition, and photos.
- Any photo, not your own, may be used provided the photographer has signed or digitally confirmed permission allowing the artist to use their photo in a painting exhibit. This permission proof must be attached to the back of the painting.
- By signing or digitally submitting the entry form, the artist acknowledges reading and following the guidelines for the exhibit and understands the Exhibit Committee may reject works if guidelines are not followed correctly.
- Artists will provide contact information to the Exhibit Committee.

CTWS SPONSORED BI-ANNUAL EXHIBITIONS

SPECIFIC RULES LIST PER EXHIBIT

| EXHIBIT | “MCC” McLENNAN COMMUNITY COLLEGE | “CBA” or “ECHS” “WORKSHOP” EXHIBIT | “OBC” OLIVE BRANCH COLLECTIVE EXHIBIT |
|--|--|---|---|
| LOCATION | Ball Performing Arts Center at McLennan Community College (MCC), 1400 College Dr. Waco, TX 76708 | Carleen Bright Arboretum (CBA), Whitehall Church or Episcopal Church of the Holy Spirit (ECHS) | Olive Branch Restaurant 215 S. 2 nd St., Waco, TX, 76701 |
| NUMBER OF ENTRIES | Up to Three (Space Permitting) | Up to Three (Space Permitting) | Up to Two (Space Permitting) |
| DURATION | Typically, 1-2 months | At least one week, but can last up to 2 months | 6 months, refreshed at 3 months and sold paintings may be removed at that time |
| PREVIOUS EXHIBIT EXPOSURE | <ul style="list-style-type: none"> • May be shown at other CTWS Exhibits • May not have been shown previously at MCC | <ul style="list-style-type: none"> • May not be shown at any other CTWS local Exhibits | <ul style="list-style-type: none"> • May be shown at other CTWS Exhibits • May not have been shown previously at OBC |
| THEME | <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • Every 6-months exhibit has a particular theme • All paintings must contribute to the theme |
| AGE OF PAINTING | <ul style="list-style-type: none"> • Must be started and completed in past 2 years. Confirm date of execution on exhibit entry form. | <ul style="list-style-type: none"> • Must be started and completed in past 2 years. Confirm date of execution on exhibit entry form. | <ul style="list-style-type: none"> • No time requirement. • Older paintings allowed |
| SIZE RESTRICTIONS (Finished dimensions including mat & frame) | <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • At least 16”x16” • No Larger than 24’x36” |
| MEDIA & SURFACE | <ul style="list-style-type: none"> • Use of Varnish or Cold Wax is allowed by spraying or brushing | | <ul style="list-style-type: none"> • Use of Varnish or Cold Wax is allowed by spraying or brushing |
| PAPER TYPE | <ul style="list-style-type: none"> • Canvas is allowed | | |
| MATTING | <ul style="list-style-type: none"> • Any Color Mat • Colored Liner Allowed • No matting required for paintings with Varnish or Cold Wax | <ul style="list-style-type: none"> • White or Off-White Mat (no beige, no gray) • Colored Liner Allowed | <ul style="list-style-type: none"> • White or Off-White Mat (no beige, no gray) • Colored Liner Allowed • No matting required for paintings with Varnish or Cold Wax |

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| SURFACE PROTECTION | <ul style="list-style-type: none"> No Glass if Painting is sealed with Varnish or Cold Wax | | <ul style="list-style-type: none"> No Glass if Painting is sealed with Varnish or Cold Wax |
| FRAME | <ul style="list-style-type: none"> Artist's Choice Paintings with Varnish or Cold Wax must be framed. | <ul style="list-style-type: none"> Frame that is smooth, plain, neutral colored (or black) metal or wood | <ul style="list-style-type: none"> Frame that is smooth, plain, neutral colored (or black) metal or wood Paintings with Varnish or Cold Wax must be framed. |
| HANGING DEVICES | | <ul style="list-style-type: none"> If wall space or panel is unavailable, you may be required to provide an easel at ECHS | |
| PRICING FOR SALE | <ul style="list-style-type: none"> Price is artist's choice May be listed as NFS (Not For Sale) | <ul style="list-style-type: none"> Price is artist's choice May be listed as NFS (Not For Sale) | <ul style="list-style-type: none"> Price is artist's choice It must be for sale. Sold paintings will have a "sold" sticker placed on them, so artists should contact exhibit chair. |
| BROCHURES / SMALL CARDS | <ul style="list-style-type: none"> Brochures with Artist's Name and contact information, Title of Painting, and Price Small cards identifying artist's name and contact information, Title of Painting, dimensions, and Price will be provided near the Exhibit paintings | <ul style="list-style-type: none"> Brochures with Artist's Name and contact information, Title of Painting, and Price will be provided near the Exhibit Paintings. | <ul style="list-style-type: none"> Small cards identifying artist's name and contact information, Title of Painting, dimensions, and Price will be attached to the artist's painting. |
| AWARDS | <ul style="list-style-type: none"> Visiting Artist hired by Exhibit committee will critique paintings. Artist selects Top Five Paintings to be awarded a "Merit Award" Ribbon with a "Monetary Award" of \$25 for each winner. | <ul style="list-style-type: none"> Visiting Multi-Day Workshop Artist will critique paintings and select Top 4 Paintings along with 3 Honorable Mention winners who will receive ribbons. Best of Show \$100+Ribbon 1st Place \$75 + Ribbon 2nd Place \$50 + Ribbon 3rd Place \$35 + Ribbon 3 Honorable Mention Ribbons People's Choice Award voted by Workshop Reception Attendees to be presented at CTWS monthly meeting. | <ul style="list-style-type: none"> Does Not Apply |