



**Drop off / Pick up form**

- A completed copy of this form should accompany each piece of artwork submitted.
- Each entry must also have a label firmly attached to its back indicating participants name and contact information.
- Original art must be dropped off by hand **Thursday, Oct. 1 (10:00am - 12:30pm)** (No shipments will be accepted).
- **Work Not Selected for Jurying** must be picked up the following day **Friday, Oct. 2 (12:30pm - 2:00pm)**
- If juried into the exhibit, work must be picked up **no later than 8:30 pm on Sunday, October 4.**

*Please print clearly*

Name of participant \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

Short description of work submitted (For identification if label becomes detached)	Title of Work	Media	Size

- Please Note: Valid Photo ID (Driver's License, Student ID, Passport) **SAME ID** must be provided at BOTH time of drop off and pick up
- Drop Off and Pick Up **MUST** be done by the **SAME individual**

**BELOW BOXES TO BE COMPLETED BY SMITHSONIAN STAFF, LEAVE BLANK**

<u>Signature –at drop off:</u>	ID Number	ID Checked	Staff Initial
<u>Signature – at pick up:</u>			

Print clearly. Below is the label that will be displayed next to your art during the reception.

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<u>Title</u>	<u>Media</u>	<u>Size</u>	<u>Price</u>