

**PROSPECTORS EXHIBIT
POLICIES AND PROCEDURES**

(RON Section 4, Policies and Procedures, Section VIII, Prospectors Exhibit)

- A. Any member of Rocky Mountain Region in good standing may participate. A participant does not have to attend the event to participate.
- B. Up to three pieces may be entered at any exhibit.
- C. A separate entry form and photograph are required for each entry.
- D. It is not required but recommended that each piece follow the challenge or theme.
- E. Each piece should be worked within the past two years.
- F. Teaching pieces which have not been contracted at the time of the exhibit will be accepted. Pieces cannot be commercially available, under contract, published, or taught prior to or during the exhibit.
- G. No piece that has been shown at a prior Prospectors Exhibit will be accepted, unless it is an encore exhibit.
- H. Size restrictions will be announced, if required.
- I. Each work must be an original* or an adaptation* and must have been done with an eyed - needle for part of the piece. An interpretation is not eligible for Prospectors. Refer to the EGA definitions below.¹
- J. Pieces must be complete and display ready.
- K. Each piece must be registered prior to the deadline by completing the Prospectors registration form and completing an EGA insurance form or waiver. No piece can be accepted without insurance information and identification information.
- L. Each piece must be delivered to the exhibit by participant or a representative.
- M. Entries will be reviewed by the Prospectors Chair and a committee of up to 3 other knowledgeable region members before they are officially accepted into the exhibit.
- N. The Prospectors Chair will send a current insurance form to every entrant wishing to participate, if not submitted by the entrant. Entries will be provisionally accepted until the insurance form has been completed and received by the Prospectors Chair.
- O. The Prospectors Chair will submit the completed insurance forms to National EGA prior to the exhibit.

- P. Each participant will be awarded a certificate of participation.
- Q. RMR/EGA reserves the right to reject any piece not deemed appropriate for the exhibit.
- R. Prospectors pin will be awarded to first time exhibitors.

¹Definitions:

- Original - “An original work is one which, from the beginning, is solely the creative product of the stitcher.” (EGA, 2003)•
- Adaptation - “An adaptation is needlework inspired by or based upon a source other than needlework and modified through significant change. Source(s) are to be documented.” (EGA, 2003)
- Interpretation - “An interpretation is needlework developed from a professional or nonprofessional needlework design (chart, painted canvas, class project, etc.) and modified by the stitcher through the use of different colors, materials and stitches from the original design. Source(s) are to be documented.” (EGA, 2003)

PROSPECTORS EXHIBIT

GUIDELINES

1. Well before the next exhibit (e.g. more than 9 months), confer with the event chair and choose a theme or a challenge for the exhibit.
2. By the applicable date, you will need to provide information about the exhibit (theme, challenge, and guidelines) to the event chair.
3. Registration forms should include participant's name, address, email, phone, EGA member number, chapter name, size of piece, title, techniques and threads used, how piece will be delivered to exhibit. The registration form should include the event chair contact information and the deadline for registration. Included with the registration form should be forms for permission to photograph and artist statement, and extra information such as theme, challenge, and policies/guidelines of the exhibit.
4. A deadline should be set by the chair (usually 4 to 6 weeks prior to the opening of exhibit) to assure time to register insurance with National headquarters, print participants' certificates, name plates, and artist statements.
5. Each entry will need an insurance form or waiver of insurance on file, along with the registration form and identification information.
6. Provide exhibit information for each issue of Border to Border.
7. Provide a list of participants, value of the item, and any required information to National headquarters along with the National EGA insurance form to assure insurance coverage for each exhibit. This must be done prior to the opening of the exhibit.
8. The Exhibit:
 - Have tables ready to display entries. You may need to provide table easels and white gloves.
 - When checking in the pieces provide take-down times to the participants.
 - Have titles and artist statements typed and mounted for each entry.
 - Have your file of registrations and insurance forms available for reference.
 - Check facility hours and security system.
 - Have members from the chapter or region sit while exhibit is open, if possible.
 - Give certificates to all participants. Give Prospectors pins to new Prospectors exhibitors.
 - Take digital photos of those that permit photos and provide to the Event Chair. Photos should be in jpeg format.

PROSPECTOR'S EXHIBIT

Registration Form

DEADLINE FOR SUBMITTING REGISTRATION _____

Name: _____

Address: _____

Phone: _____ Email: _____

EGA Number: _____ Chapter Name: _____ Member-at-Large: _____

Title: _____

Embroidery medium: _____

Threads and ground fabric used: _____

Measurements including frame: Height _____ Width _____ Depth _____

Artist Statement: _____

Entry **May** or **May Not** be photographed for Prospectors files. **(circle one)**

_____(Initial) I acknowledge that I have read the attached Prospectors Exhibit Policies and Procedures and will adhere to them.

_____(Initial) I confirm that my entry is an **original*** or an **adaptation*** and is done with an eyed-needle for part of the piece. *EGA defines an **original** as “an original work is one which, from the beginning, is solely the creative product of the stitcher”. An **adaptation** is “needlework inspired by or based upon a source other than needlework and modified through significant changes. Source(s) are to be documented”.

_____(Initial) I am submitting a high-quality photograph of my entry with this application form.

_____(Initial) I am submitting an insurance form with this application.

_____(Initial) I need a copy of the most current insurance form to submit.

I will deliver my needle art piece to the exhibit room on _____(date)

OR _____(name) will deliver my needle art piece to the exhibit room on _____(date)

Prospectors Chair (Name) _____ email: _____