



Dear Art Teacher, School Administrator and/or Principal,

The Tarble Arts Center cordially invites you and your students to participate in the **Art In Motion** exhibition scheduled at the Museum, on the campus of Eastern Illinois University in Charleston, Illinois, from **MAY 16-MAY 31, 2020**.

Art In Motion was previously known as the **Children's Art Exhibition**, and for the past 38 years, this exhibition has provided a platform for arts teachers from Coles County and seven surrounding Counties (Christian, Cumberland, Douglas, Edgar, Effingham, Moultrie & Shelby) to display and highlight the artwork of students K-12, within a museum setting. The mission of the exhibition is to help nurture and support the importance of creative, critical thinking within the K-12 arts. Changing the name of the exhibition to **Art In Motion** better represents the dynamic nature of this show, and truly acknowledges the range of talent in the artworks done by area K-12 students throughout east central Illinois.

We encourage you to please accept our invitation to participate in the 2020 exhibition, and also welcome you to share this invitation with your principal and superintendent. If you wish to participate this year, kindly fill out and return the **Intent To Exhibit** form to the Tarble Arts Center via email to tarble@eiu.edu by **January 13, 2020**. If you teach at multiple schools, please fill out and submit a separate Intent To Exhibit form for each school, even though the total amount of artworks allowed is determined by the overall, combined number of students taught.

Completed Inventory Forms are due by **4:00 pm FRIDAY, APRIL 6**. These inventory forms will be used to produce exhibition labels and a corresponding catalogue by the exhibition opening date. After submission of the inventory sheet, **NO CHANGES** may be made to the inventory. **If you teach at multiple schools, a separate inventory sheet for each school is required.**

The reception and awards ceremony will be held on **SATURDAY, MAY 16th from 1:30 to 4:00 pm**, and the awards presentation will be split into three parts, with ceremonies occurring at **1:30, 2:15 and 3:00 pm**. In addition, your principal, superintendent, participating students, and their families are encouraged to attend. Tarble will be providing certificates, but it is strongly suggested that each teacher bring name tags for their participating artists. By agreeing to participate in the exhibition, you are required to attend the awards ceremony in order to present your school's awards. In the event that you are unable to attend, a school staff member may represent you.

The success of this yearly event is in thanks to the ongoing dedication of the art teachers, the creativity of the student artists and the continued, generous support of Consolidated Communications. This ongoing partnership with Consolidated Communications also supports the traveling exhibit, **Cultivating Creativity: Consolidated Communications Children's Art Exhibition**, which highlights at least one art work from each participating school and travels across the east central Illinois.

We look forward to your participation in the 2020 exhibition, and encourage you to share this invitation with representatives of your district. Please contact the Tarble Arts Center at 217-581-ARTS (2787) or via email to tarble@eiu.edu before January 13, 2020, with any additional concerns or questions. Thank you in advance for your welcomed collaboration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Abel', is positioned above the typed name.

Tim Abel
Museum Education Manager

Enclosed: Letter of Intent Form, Entry Rules, Timeline of Exhibition, Inventory Sheet, Identification Tags



ART IN MOTION MAY 16 – MAY 31, 2020
Please, use one form per school

DATE:

Art Instructor:

School Represented:

School Address:

Email:

Primary Phone Number: (required).....

Secondary Phone Number: (optional).....

Please refer to the school list on the entry guidelines to see how many works you may submit based on the number of students you taught. Questions? Please contact us via phone: 217-581-ARTS (2787) or email tarble@eiu.edu

Yes, I plan to participate in this exhibition.

- Two-dimensional works (approximate number) _____
- Three-dimensional works (approximate number) _____
- Total art student population: _____

No, I do not plan to participate in this exhibition.

Yes Please, Contact me again next year about this exhibition

Please email completed form to: tarble@eiu.edu

DEADLINE FOR RECEIPT OF THIS FORM: JANUARY 13, 2020



ART IN MOTION EXHIBITION MAY 16-MAY 31, 2020

ALL WORKS MUST BE ORIGINAL AND PRODUCED UNDER THE DIRECTION OF THE STUDENT'S ART TEACHER OR STUDENT TEACHER. WORKS PRODUCED OUTSIDE OF A SCHOOL'S ART PROGRAM ARE NOT ELIGIBLE.

The quantities are determined by the total number of students each teacher sees in a single academic year. (Please note: **if you teach at more than one school, the number of entries is based on the total number of art students combined.**) Please contact the Tarble if there are any questions about these numbers: 217-581-2787 or tarble@ciu.edu.

Number of students	Number of artwork
1-100 students	5
101-200 students	6
201-300 students	7
301-400 students	8
401-500 students	9
501+ students	10

The **LETTER OF INTENT** form **MUST** be received by the Tarble Arts Center on or before **MONDAY, JANUARY 13, 2020**.

The **INVENTORY LIST** form **MUST** be received by the Tarble Arts Center on or before **MONDAY, APRIL 6, 2020**.

IMPORTANT: The list **must be accurate and fully completed** since the exhibition labels and catalogue are developed from the information you provide. All pieces must have a completed identification label attached to the upper right hand corner on the back of two-dimensional works or temporarily attached to a visible area on three-dimensional works. Use the **IDENTIFICATION TAGS** provided by the Tarble, making sure each tag includes the student's name, grade level, school, title, media, and Art instructor's name. These tags need to be completed and affixed to works prior to dropping off art works off during the intake process.

Two-dimensional works should be no larger than **36" x 48"**, and should be **properly matted (matboard, tagboard) and equipped for hanging**. Frames are also acceptable for two-dimensional works. The Tarble Arts Center will produce a label for each piece; if your school elects to provide additional labels for the works, **please trim or reduce the labels to ensure that they do not cover any part of the artwork**. Multiple framing (i.e., more than one work in a single frame) should be limited to two works per frame, or for very small pieces, up to four pieces may be presented together (**please note: if you elect to mount more than one art work on a single board, each art work still counts as an entry--i.e., if you mount two works on one board, that counts as two separate entries**).

All entry specifications and deadlines will be strictly enforced, and acceptance of works is dependent on compliance to these specifications as listed above and on the EXHIBITION TIMELINE. Works that are not properly catalogued, matted and/or have the appropriate hanging gear attached will not be accepted or displayed.

*** RECEPTION**

During the reception on **SATURDAY, MAY 16, 2020** from 1:30 to 4:00 pm, **Certificates of Recognition** from the Tarble Arts Center will be distributed to each participating student. The awards presentation will be split into three parts to help balance the number of attendees at each portion. An awards presentation schedule will be mailed out separately. Each teacher is in charge of supplying name tags the day of the awards ceremony, **Certificates of Recognition** will be created by the Tarble Arts Center from the final inventory list. The Tarble requests that the school's art teacher, principal, or other school official award their certificates of recognition during the ceremony. **Each participating art teacher is required to attend the awards ceremony. In the event that the art teacher is unable to attend, a school staff member may represent them and present the school's awards.**



**ART IN MOTION
MAY 16 – MAY 31, 2020
EXHIBITION TIMELINE**

Please keep this for your reference

- JANUARY 13** INTENT TO EXHIBIT forms due
- APRIL 6** INVENTORIES DUE BY 4:00 PM, IN PERSON AT TARBLE ARTS CENTER or VIA EMAIL:
tarble@eiu.edu
- MAY 4-10** Entries received during the Tarble's regular open hours
Tues.-Fri. 10:00 am-5:00 pm, Sat. & Sun. 1:00-4:00 pm.
- Deliver works to: Tarble Arts Center
Eastern Illinois University
2010 9th Street
Charleston, Illinois 61920
Hard Copy of the **Inventory List** due with artworks.
PLEASE HAVE TAGS PLACED ON ARTWORK PRIOR TO YOUR ARRIVAL
**WORKS THAT ARE NOT PROPERLY CATALOGUED, MATTED AND/OR HAVE
THE APPROPRIATE HANGING GEAR ATTACHED WILL NOT BE ACCEPTED OR
DISPLAYED. THANK YOU FOR YOUR COOPERATION**
- MAY 11-15** Exhibition installed
- MAY 16** Exhibition opens for public viewing
- MAY 16** Exhibition Reception/Awards Presentations at 1:30, 2:15 & 3:00 pm (reception schedule will be finalized in January 2020). The building will be closed to the public at 4:00 pm.
- MAY 31, 4:00PM** Exhibition closes
- JUNE 1** Exhibition de-installed
- JUNE 2-5** Works may be picked up during opening hours:
Tues.-Fri. 10:00am-5:00pm
- JUNE 15** **Unless prior arrangements are made**, all unclaimed works will become the property of the Tarble Arts Center, and will be disposed of at the Tarble's discretion.
- TBD** Summer 2020 - Selections made for **Cultivating Creativity Traveling Exhibition**
- TBD** Fall 2020 - CULTIVATING CREATIVITY AWARD RECEPTION



ART IN MOTION INVENTORY LIST

DATE: _____

NOTE: COMBINED FORMS WILL NO LONGER BE ACCEPTED.

IF YOU TEACH AT MULTIPLE SCHOOLS, A SEPARATE FORM FOR EACH SCHOOL IS REQUIRED.

Contact information:

Art Instructor: _____

School: _____

School's Address: _____

Email: _____

Phone Number: _____

Inventory lists that are not typed and proofed will not be accepted. Make sure to have the correct artist name/artwork included. This information will be used for future administrative needs related to the exhibition. An electronic version is available on the Tarble website at www.eiu.edu/tarble/

Final Inventory Lists should be completed and emailed to: tarble@eiu.edu, as well as turned in with artwork when delivered for the exhibition.

Please use space below for notes/inventory list to follow on next page:



	Name	Grade	Child's Home Address	Parent or Guardian contact	Title	Medium	Value
	Example: Ima Artist	5	600 Lincoln Ave., Charleston, IL 61920	217-992-2222 ima@eiu.edu	"Still Life"	Tempera	\$25.00
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

<p>ART IN MOTION EXHIBITION 2020</p> <p>Tarble Arts Center, Eastern Illinois University</p> <p>PLEASE PRINT:</p> <p>STUDENT'S NAME</p> <p>GRADE</p> <p>LEVEL</p> <p>TITLE</p> <p>MEDIA</p> <p>ART INSTRUCTOR</p> <p>SCHOOL</p> <p>INSURANCE VALUE</p> <p>Place on the back of art work.</p>	<p>ART IN MOTION EXHIBITION 2020</p> <p>Tarble Arts Center, Eastern Illinois University</p> <p>PLEASE PRINT:</p> <p>STUDENT'S NAME</p> <p>GRADE</p> <p>LEVEL</p> <p>TITLE</p> <p>MEDIA</p> <p>ART INSTRUCTOR</p> <p>SCHOOL</p> <p>INSURANCE VALUE</p> <p>Place on the back of art work.</p>
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