

# CPSA 33rd Annual International Exhibition



# Prospectus

The CPSA International Exhibition is an annual juried gallery exhibition exclusively for works done in 100% colored pencil. It is held in a different city each year to provide more people the opportunity to enjoy colored pencil as a fine art medium. Awards include a **\$5,000 Best of Show and CIPPY Award**. In 2024, awards totaling over **\$22,000** were given to **14 award winners**.

## Artist Eligibility

Open to living artists 18 years or older, regardless of geographic location. No preferential treatment for CPSA members versus non-members.

## Entries

- Artists may submit one or two works completed after January 1, 2022, and not previously accepted to a CPSA International Exhibition.
- Artwork does not need to be for sale.
- The juror will select no more than one entry per artist.

## Entry Fee

- \$20 CPSA member
- \$25 non-CPSA member

## Juror

Dr. Jack Rassmussen, Director and Curator of the American University Museum at the Katzen Arts Center, Washington, DC

## Acceptance

Selected artists will receive notification by email, and the list of accepted artists will be posted on the CPSA website ([cpsa.org](http://cpsa.org)) soon after May 1.



## The Mansion at Strathmore Gallery

North Bethesda, MD  
Website: [strathmore.org](http://strathmore.org)

## Important Dates

**Entry Dates:** December 15, 2024–March 31, 2025  
(11:59 p.m. Mountain time)

**Selected Artists Announced:** After May 1

**Artwork Arrival Window:** TBD

**Exhibition Dates:** June 14–August 2, 2025

**Award Winners Notified:** After June 14

**Awards Revealed:** Friday, August 1

**Artwork Return:** After August 4 (allow two to three weeks for shipping).

*\*Awards will be revealed during the CPSA annual awards banquet on Friday, August 1, at The Bethesda Marriott. Convention details will be available on the CPSA website soon after May 1. Awards also will be announced on the CPSA Facebook page during the awards banquet for those unable to attend.*

## Your Commitment to Ship Your Artwork

By submitting an entry you are making a commitment to ship your artwork, if accepted, to the CPSA exhibition for the full duration of the event. **Note that shipping artwork requires additional expenses.** Any selected artist who fails to ship artwork to the exhibition will be disqualified from entering the next two CPSA International Exhibitions.

*Each selected work not sent deprives another artist of the opportunity to be in the exhibition. Do not enter if you are unable or unwilling to abide by shipping and other requirements as detailed in this prospectus.*

# Artwork Specifications



## Execution

- **Media must be 100% colored pencil on a manufacturer-prepared surface (scratchboard not allowed).** Use of any other additional media (watercolor, acrylic, oil, ink, etc.) or artist-prepared surface **disqualifies** the entry. Acceptable products for the International Exhibition can be found at <https://cpsa.org/exhibitions/acceptable-products>.
- **Artwork must be two-dimensional.** No collage or montage. Matting with multiple windows (diptychs, triptychs) in a single framed presentation is acceptable.
- **Artwork must have been completed after January 1, 2022,** and not previously accepted to a CPSA International Exhibition.
- **Acceptable additions to colored pencil:** solvents (e.g., turpentine, odorless mineral spirits) and graphite pencil used under/between colored pencil layers. No pure, exposed areas of graphite are allowed.

## Ideation

*Artwork must be solely the original concept and design of the submitting artist.*

## Not Allowed

- Work copied from any copyrighted or published materials.
- Work in which the primary subject has been copied directly from someone else's photograph, even with permission. This includes images from online free-reference sites. Such photos may be used **only** for incidental compositional elements, not as the main focus of the artwork.
- Work created using AI-generated images for reference.
- **Reproductions** such as prints or giclees of artwork.
- Any **printed or digitally produced image** as part of the artwork
- **Alteration** of artwork after submission of entry.
- Collaborative works executed by more than one artist, including classroom projects and exercises. You may, however, submit artwork of your own design which was worked on in a class or critiqued by others, as long as you are the primary creative force.

## Pastiche Requirements

Artwork created as a pastiche (parody or imitation of another artwork) is allowed, provided the artwork is sufficiently altered so as to make the parody obvious and the artwork parodied is not copyrighted.

## Framing

- **Outside frame dimensions** may not exceed 40 inches (longer side) and 32 inches (shorter side).
- Frames should be **simple in design** (no ornate frames with three-dimensional or painted effects).
- Mats must be neutral (white, off-white, beige, gray or black).
- Artwork must be **ready to hang with 3/4" D-rings.**
- If glazed, use clear **plexiglass (acrylic) only.** Absolutely NO glass or "clip on" frames.

## Disqualification

CPSA, the juror, and the gallery reserve the right to disqualify a selected entry at any time if it is determined that it fails to meet ideation, execution, or framing specifications.

### Penalties include:

- Immediate removal of disqualified work from show, not counted for signature and merit honors, and omitted from CPSA website and promotional items.
- Return by the artist of any money or goods awarded as prizes.
- Forfeiture of any CPSA signature status and merit awards.

Should an artist choose not to ship their selected work, the artist will be disqualified from entering the following two CPSA International Exhibitions.

### Additional Requirements:

<https://cpsa.org/exhibitions/exhibition-requirements/>

# CPSA Exhibition Information



## Shipping

CPSA contracts with a cartage company to receive, unpack, store the containers, and transport the art to the gallery for the exhibition, then retrieve, repack, and ship unsold artwork back to the artists after the exhibition. The accepted artists must pay a cartage fee for this service. The fee for 2025 is \$90. Complete shipping instructions will be provided to the accepted artists by May 1, 2025.

## Liability

The gallery, cartage company, and CPSA are not liable for any work delivered in damaged condition. The gallery will take every precaution for artwork in its premises during the run of the exhibition. However, artists should insure their own work while it is out of their possession and are responsible for contacting their own insurance agent.

## Sales and Commission

**Artwork does not need to be for sale.** The gallery handles all sales and retains a 30% commission. Take this into consideration when pricing your work.

Artwork may not be removed from the exhibition prior to the closing date.

## Earning CPSA Signature Status

CPSA members earn signature status (the right to include the letters “CPSA” after their name) when their art appears in three CPSA International Exhibitions within ten years. Any lapse in CPSA membership results in loss of prior acceptances and forfeiture of signature status.

### EXHIBITION QUESTIONS?

Contact Anda Chance, CPSA Exhibitions Director  
exhibitions@cpsa.org • 407-460-1469  
(9 a.m.–6 p.m. Eastern Time)

## Permission and Copyright

By submitting an entry, the Artist grants permission for CPSA to use the accepted image in its news magazine, *To The Point*, on its website at [www.cpsa.org](http://www.cpsa.org), for CPSA brochures and promotional materials, and publicity about CPSA. Every effort will be made to maintain quality true to the submitted image, recognizing that the print or electronic medium may affect how the viewer receives the image. The Artist hereby certifies that he or she holds the copyright for this material and the copyright remains with said Artist. CPSA will display a notice that material must not be “downloaded” or copied, but will not be held responsible if artwork is copied. The Artist also certifies that the work submitted is original and does not infringe on any existing copyright. If artwork includes a recognizable image of a person, the Artist certifies that a model release has been obtained.



## JUROR:

### Dr. Jack Rasmussen

A native of Seattle, Dr. Jack Rasmussen earned a BA in Art from Whitman College. After that he completed an MFA in Painting and MA in Arts Management, as well as an MA and PhD in Anthropology at American University in Washington D.C. Rasmussen has been Director and Curator of the American University Museum at the Katzen Arts Center, Washington, DC, since it opened in 2005.

Rasmussen worked in the Education Department of the National Gallery of Art before becoming Assistant Director of the Washington Project for the Arts when it opened in 1975. He left this position to open the Jack Rasmussen Gallery, one of the first commercial galleries in downtown Washington and helped launch Rockville Arts Place (VisArts). Other experience includes serving ten years as the Executive Director of Maryland Art Place in Baltimore and three years as Executive Director of di Rosa, a contemporary art museum and sculpture garden in Napa, California.

He is past president of the Maryland State Arts Council and the Mid-Atlantic Association of Museums.

# Prepare and Submit Your Entry

[www.callforentry.org](http://www.callforentry.org)



*Follow all instructions carefully. CPSA is not responsible for errors made at the CaFÉ website.*

**1 Prepare images** Prepare your images according to the CaFÉ specifications. Details on their website at <https://www.callforentry.org/artist-help-cafe>. For information on how to edit images, see our tips at: [https://cpsa.org/wp-content/uploads/AdjustImageSizesWithConfidence\\_CPSA.pdf](https://cpsa.org/wp-content/uploads/AdjustImageSizesWithConfidence_CPSA.pdf)

- **Image of Artwork:** Show artwork **only**; **do not** include mat or frame.
- **File format:** Save in an RGB color profile as a “Baseline (Standard)” or “Optimized” JPG file.
- **File Size:** JPG file size must be 1920 pixels on the longest side and less than 5.0 MB. To see the file size, close your editing program, highlight the file, and Get Info or View Properties.
- **Number of Images:** You may enter up to two artworks, one JPG image of each.

**2 CaFÉ account** If you don’t have an account, set one up for free at <https://www.callforentry.org/>. If you already have an account, click “My Profile” and ensure your personal information is up to date.

**NOTE:** Follow standard rules of capitalization for your name (e.g., Mary Smith) and include your signature designations, if any (e.g. Mary Smith, CPX).

**3 Upload images** Click “My Portfolio” to locate or upload the image(s) you want to submit. If an image was previously committed to another show, select “archive” to release it or create a duplicate. For each work you must provide the following information on the “Add Media” form:

- **Artwork Title:** Use **standard capitalization** (first letter capitalized in each major word).
- **Medium:** Submit only **100% colored pencil** artwork.
- **Dimensions:** Enter the artwork’s unframed height and width (in the correct fields) to the nearest decimal place (e.g., 12.5). Enter ‘0’ for Depth.

- **Artwork for Sale?** Select “Yes” or “No.” Artwork does not need to be for sale in the 2025 exhibition.
- **Price/Value:** Enter the sale price (or ‘0’ if not for sale) in whole dollars with no punctuation (a comma will be interpreted as a decimal).
- **Primary Discipline and Art in Public Places:** These optional fields are not used by CPSA.
- **Description:** You can use this optional field to provide the juror with a brief background story about your entry, if desired.

**4 Apply** Search for “colored pencil” to find the 33rd Annual CPSA International Exhibition call on the CaFÉ website. Entry period is from December 15, 2024 until **11:59pm Mountain Time on March 31, 2025.**

**NOTE:** If you are entering **two pieces**, include **BOTH in one entry**. If you wish to change your submission in any way prior to April 1, contact Anda Chance, Exhibitions Director, at [exhibitions@cpsa.org](mailto:exhibitions@cpsa.org).

**5 Payment** Proceed to “Checkout” when satisfied with your entry. Choose the applicable member or non-member fee (Entry fees are not refundable).

You may pay by credit card or mail a check payable to CPSA to:

Colored Pencil Society of America  
672 Briarcliff Ct.  
Santa Clara, CA 95051

Checks must be postmarked before March 31, 2025.

**Include a note** that the check is in payment for your 33rd Annual CPSA International Exhibition entry and provide your name as entered on CaFÉ.

## CAFÉ WEBSITE QUESTIONS?

You may call 303-629-1166, click on the “Help” tab on the CaFÉ website, submit their Contact Us form, or email [cafe@westaf.org](mailto:cafe@westaf.org)

# Exhibition Entry Checklist



- My artwork is **100% colored pencil**, two-dimensional, on a single surface.
- My artwork is my **own concept, design, and execution**. Any reference photos not my own were used only for minor details and are only incidental to the overall work.
- My artwork was **completed in 2022 or after**, and has not appeared in any previous CPSA International Exhibition.
- My image was saved as an **RGB “Baseline (Standard)” or “Optimized” JPG**.
- My artwork image file is at least **1920 pixels on the longest side** and under **5 MB**.
- My image does **NOT** include mat or frame.
- If I am submitting two entries, I am ready to submit **both at the same time**. I have correctly prepared one image for each.
- My name on my CaFÉ profile and my artwork title(s) have **standard capitalization** (first letter capitalized in each major word).
- If I have earned CPSA and/or CPX signature status**, I've added the initials after my last name in my profile (e.g., Smith, CPSA, CPX)
- CPSA Members Only:** I will choose the members' entry fee to receive the lower rate, which covers up to the maximum of two entries.

## **DO NOT WAIT UNTIL THE LAST MINUTE TO ENTER**

Late entries cannot be accepted, even if due to technical difficulties.