

site update form

Use this form for submitting new work; either to replace work currently posted on the site, or for new sections. This form must accompany all updates.

Please read carefully, complete, sign, date, and make a copy for your own records and return to:

**InLiquid; 1400 N. American Street #314; Philadelphia, PA 19122
Tel. 215-235-3405 Fax. 215-235-3527**

Please note No work will go up unless all information is complete.
It takes up to 2-4 weeks to update a page.

Public Address :

Last Name

First Name

Address

City

State/Zip

Phone (day/evening/cell)

Email

Web site

Gallery Affiliation (if any), or studio name (if applicable)

Private Address (for office use):

Last Name

First Name

Address

City

State/Zip

Phone (day/evening/cell)

*Email

Web site

*It is easiest for us to send e-mails to let you know of events, announcements, or changes that involve InLiquid.
Please keep us informed of any changes to your contact information. Thank you.

updates

With each update, your old images may be placed in an "archive section." You should go through the images on the site and choose which images you would like to keep, and which you would like to remove. Your page will be listed under "New work by" on the "Member News" section of the site.

membership package:

- premium package - Up to 30 images total, exhibited in up to 5 categories
archive up to 18 images (giving them a total maximum number of images 48)
- basic package - Up to 15 images total, exhibited in up to 2 categories
archive up to 12 images (giving them a total maximum number of images 27)

section

Check the box for which medium category your work falls under then check the box for each section you require. Keep in mind the package you select will determine the number of sections you are allotted.

artist:

- | | | | | |
|-------------------------------------------|-------------------------------------|-------------------------------------------------|--------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Book Arts | <input type="checkbox"/> Drawing | <input type="checkbox"/> Installation | <input type="checkbox"/> Painting | <input type="checkbox"/> Sculpture & 3D |
| <input type="checkbox"/> Ceramics & Glass | <input type="checkbox"/> Fiber Arts | <input type="checkbox"/> Jewelry & Metalworking | <input type="checkbox"/> Photography | <input type="checkbox"/> Other (Specify): |
| <input type="checkbox"/> Digital | <input type="checkbox"/> Film/Video | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Printmaking | _____ |

designer:

- | | | | | |
|------------------------------------------------------------|-----------------------------------------------|--------------------------------------------|------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Architecture & Landscape | <input type="checkbox"/> Fashion & Textile | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Interior Design | <input type="checkbox"/> Other (Specify): |
| <input type="checkbox"/> Digital: Web, Graphic, Multimedia | <input type="checkbox"/> Design | <input type="checkbox"/> Illustration | <input type="checkbox"/> Public spaces | _____ |
| | <input type="checkbox"/> Furniture & Lighting | <input type="checkbox"/> Industrial Design | | |

curator _____

images

- Digital files. Files should 72 dpi in .jpg format with the smallest dimension being no lower than 1000 pixels. We accept both CDs and DVDs.
- Please include two images at 300 dpi resolution in .jpg format with the smallest dimension being no lower than 2000 pixels. (These images will be kept on file for press inquiries etc. requiring print resolution images.)

If you are submitting new images that bring your main page total above your allowance, please check one:
_____ Remove all older work _____ Archive some older work as previous work (indicate below)

I would like the following images archived and the rest removed: _____

notes/special instructions _____

film/video/web art

Digital files on a CD or DVD. All movie files must be FLV encoded, which should have the .flv extension. These .flv files should have an aspect ratio not exceeding 450 x 280.

* Artists that choose film/video as their medium category may submit .flv files in place of images at no extra cost (see package guidelines for total number allowed)

_____ replace all existing film/videos _____ keep all previous film/videos

notes/special instructions _____

text

All text must be in digital format*. This applies to any textual information that is to be put online, whether it is a resume, biography, exhibition summary, artist statement, or image list.

We use the College Art Association artist resume standards and guidelines. Please visit <http://www.collegeart.org/guidelines/resume> for a list of resume categories and samples.

* This digital format includes, but is not limited to, any text file ending with a .txt extension (including Word Pad and Simple Text files), or a Microsoft Word file ending with a .doc extension. All other document types should be verified with InLiquid staff before submission.

- Resume
- Artist Statement/Bio

Image list. Please list information as follows for each image:

Image # - title*, year, media, dimension (h" x w" x d"), tags**

*Please be sure image names in your list correspond to your image file names.

**See allotted tag limit under member level.

Example:

Image 1 - Blue Vase, 2011, acrylic on canvas, 24" x 18"
acrylic, floral, flower, impressionist, still life

Image 2 - Pyramids, 2011, guache on paper, 10" x 8"
landscape, geometric, sand, scenic, travel

_____ replace all existing text _____ keep all previous text _____ alter existing text (indicate in section below)

Indicate alterations using the following key: replace = "R", keep = "K", alter = "A"

_____ artist statement _____ resume _____ exhibition history _____ biography

notes/special instructions _____

page tags

Mark below the tags you want.

Premium Package - Up to 10 page tags; Up to 8 tags for each image (e.g. abstract, letterpress)

Basic Package - Up to 5 page tags; Up to 5 tags for each image (ie.g. abstract, letterpress)

WHAT IS A TAG?

A tag is a keyword which is used to describe a piece of artwork or you as an artist. Tags make it easier to group artwork based on subjects, themes, styles, etc.

“A tag is a relevant keyword or term associated with or assigned to a piece of information (a picture, a geographic map, a blog entry, a video clip etc.), thus describing the item and enabling keyword-based classification and search of information.

Tags are usually chosen informally and personally by item author/creator or by its consumer/ viewers/community.

Tags are typically used for resources such as computer files, web pages, digital images, and internet bookmarks (both in social bookmarking services, and in the current generation of web browsers - see Flock). For this reason, “tagging” has become associated with the web 2.0 buzz.

Typically, any one digital content item will have one or more tags associated with it.” (Source: Wikipedia)

As part of InLiquid's effort to give each member the best possible searchability, we suggest you mark off descriptive tags below for us to use when uploading your page to the web. For basic and premium members, you may use these keywords for use when tagging your images as well.

*Please note, we have not included media here as you will be searchable through your section media above.

Depending on your membership level (see above), please check off the allotted amount of tags for your entire artist page only. Tags for images should be submitted with the image list, as the tags may be different for each image.

abstract	children	figurative	logos	outsider	sand	text
acrylic	city	figure	love	paper	scenic	texture
advertising	clay	floral	macro	pastel	screen print	transit
air	clouds	flower	male	pen	sea	transportation
alternative	coastal	forest	man	pencil	seascape	travel
aluminum	collage	found object	marine	people	silk screen	trees
Americana	color	garden	men	photo	silver	urban
animals	comic	girl	metal	pink	site-specific	vacation
animation	community	gold	micro	plants	sky	vehicle
autumn	contemporary	geometric	minimalist	plastic	skyline	vintage
beach	cyanotype	green	modern	political	snow	water
birds	dance	horse	mountains	portrait	space	watercolor
black	darkness	ice	movement	print	spiritual	white
block print	day	impressionist	multi color	projection	sports	wildlife
blue	desert	indoors	naked	purple	spring	wings
boy	dog	ink	nature	recycled	steel	winter
bridges	electric	interactive	negative	red	still life	wire
bronze	environment	interior	night	reflection	stone	woman
brown	etching	lady	nude	restaurant	suburban	women
building	expressionist	landscape	ocean	river	summer	wood
canvas	fabric	leaves	oil	rocks	sunrise	works on paper
cartoon	fall	leisure	orange	rural	sunset	woven
cat	farm	letterpress	organic	rustic	symbolic	yellow
charcoal	female	light	outdoors	sad	temporary	

S.A.S.E. is required for returning application, membership and update materials. Materials will not be returned if not provided.

Signature _____ Date _____