



GENERAL SHOW RULES AND REQUIREMENTS

1. SHOW FEES

- \$40.00 Show Entry Fee MUST accompany the Application Form.
- Payment can be made by cheque or E-transfer (details will be on the show forms).
- Application forms and payment must be received before the deadline.
- The commission on all sales is **12%**
- Please note we are not responsible for charging tax on any sales, so if you are in a position where you have to pay tax, please incorporate the amount into your pricing.

2. GENERAL

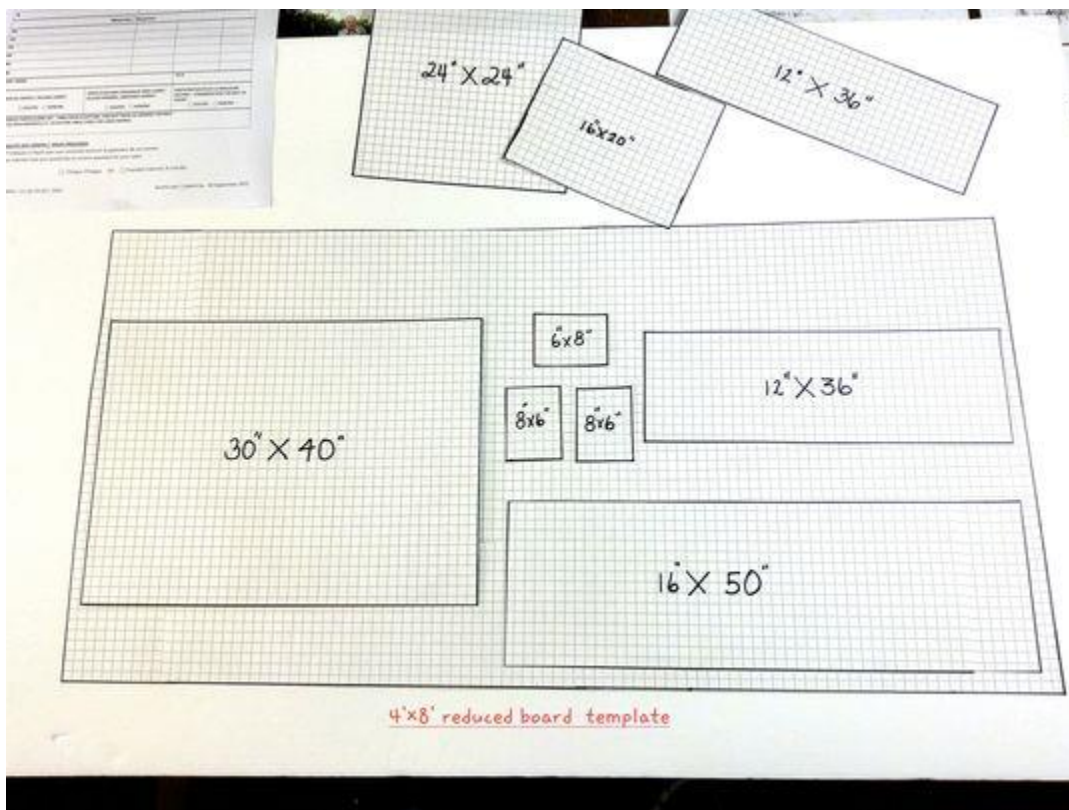
- 2.1 At the end of each show ALL exhibiting artists are asked to leave their works on display and be in attendance until after the drawing for the raffled painting has been made.
- 2.2 **Monitoring is mandatory;** you will be required to sign up for your shift(s).
- 2.3 **Awards:** If you do not wish your work to be considered for awards, please indicate this in the space provided on the Application Form.
- 2.4 No extra tables, personal stands, or card racks will be permitted; only the display space allocated by the Show Convenor will be used.

3. SUBMISSIONS (including Unframed Works, stained glass, sculptures, etc.)

- 3.1 All works of art to be exhibited must be listed on the "List of Works" form. Changes are not permitted to your list of works after the application deadline.
- 3.2 To allow for those who do smaller sized paintings, you may list up to 16 works to be displayed; this will include your reserves, if any.
- 3.3 You can replace an artwork on your board ONLY after one of your artworks has been sold.
- 3.4 All paintings must be framed and ready for hanging with the proper wiring. Any unframed canvases must be gallery type, with sides painted. No raw edges or staples showing on unframed canvases will be accepted. The "ready for hanging" size of your paintings (height x width of the framed or gallery canvas in inches) must be indicated, as this will determine how much board space is required.
- 3.5 One "Not for Sale" work **OR two** Deja-vu works (a work not previously shown within one full year prior to the show) may be listed.

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- 3.6 Each artist will have the opportunity for a Full Board. In the event that there are more than 36 artists showing, some artists may be assigned half a board. This will be determined by the Show Coordinator based on "First-Come First-Served", and "Ready for Hanging" sizes of your paintings.
- 3.7 If artworks submitted are larger than the board space allowed, a maximum three (3) large paintings may be displayed on easels instead. An artist with one (1) oversized painting may display that piece on an easel and be assigned half a board as well.



3.9 Works Sold Prior to the Show

- 3.9.1 If you have committed works for the show, and sell one privately before the show, you may still exhibit the work as NFS (Not For Sale), providing you do not already have a NFS or Deja Vu piece listed OR you can replace it with another painting from your inventory, as long as this is done before the deadline for the show application form.



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3.9.2 All artists must contact the Show Coordinator before this deadline regarding works of art sold prior to the show so that the necessary board space adjustments and price card printing can be done.

3.9.3 After the application form deadline, any artist who sells a piece of art before the show that has been committed for the show will be responsible to pay the **12%** Commission, regardless of whether they show the piece or not.

3.10 Stained Glass, Sculptures

Stained Glass and sculptures are permitted in our shows, however these must be clearly marked on the show form and coordinated with the Show Convenor as extra space is required to display these items. Artists who wish to display their stained glass works, must supply their own frames to display this type of work.

3.11 Unframed Works (for the Bins)

3.11.1 Only **original** artwork will be accepted for the Unframed Works bins. The Unframed Works Form must be filled in and submitted along with your show forms or on the day of the hanging. Artwork on paper must be properly matted, mounted on foam core or matte board, and shrink-wrapped. Your initials and the price must be put on the back of each Unframed Work.

3.12 Cards, Calendars, Other

3.12.1 **Cards.** A quantity of 20 cards may be put on the card rack during a show. You may refill your quantity whenever you have sold cards. Your initials must be marked on the back of each card along with the price. The show form area for selling cards must be ticked off.

3.12.2 **Calendars & Other Items.** Artists who are selling Calendars may do so in limited quantities (a quantity of six may be placed on the card rack at any one time and replaced as needed when sold); Bookmarks are also allowed. As with the cards, your initials and price must be marked on the back of each item. These items must be marked on your show form.

Questions?

Contact Sue

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