



SHOW RULES AND REQUIREMENTS

1. SHOW FEES

- \$40.00 Show Entry Fee **MUST** accompany the Application Form.
- \$10.00 for an easel. See paragraph 3.8 for details.
- 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%. See para 1.1 for clarification.
- 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.

1.1 Commission Fees

- No commission will be charged for any registered artwork, including reserves, that is sold before the day of the opening of the exhibit.
- Any artwork that is hung in the show, whether previously sold or sold during the show, is - subject to commission fees.
- Any artwork hung to replace a work sold before the show opens must have been registered on the list submitted.

2. GENERAL RULES

- 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 **Jury 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.
- 2.5 See Figure 1 for a sample of how to determine your artwork placements on our show boards. All your works to be hung **MUST** fit the board allocated to you (4 feet in length by 8 feet in width). **No** artwork should exceed the edges of the show board.



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3. ACCEPTED SUBMISSIONS

- 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.
- 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.
- 3.6 Copyright Notice: While many artists use photographs as a reference when painting, only your own original photos can be closely copied. Should you wish to use the work of someone or something else in a recognizable way, you must have their written permission to copy it. A copy of this permission must accompany your show application form along with the artwork title you used for your work.
- 3.7 Each artist has the opportunity to have a complete panel. If in the event that there are more than 36 exhibitors, the artists will have to share half a panel. We will contact you if you have to share a panel.
- 3.8 An artist can ask for an easel, the cost is 10.00\$. A limited quantity of space is available for easels, so they will be allocated according to the inscription received (first come) **AND** size of the artwork to be displayed on the easel.
- 3.8 Note: Artworks that you list on your form must fit the board size. On the day of the hanging, you may place your first 8 selections on the board and if there is room, place reserve artworks 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.

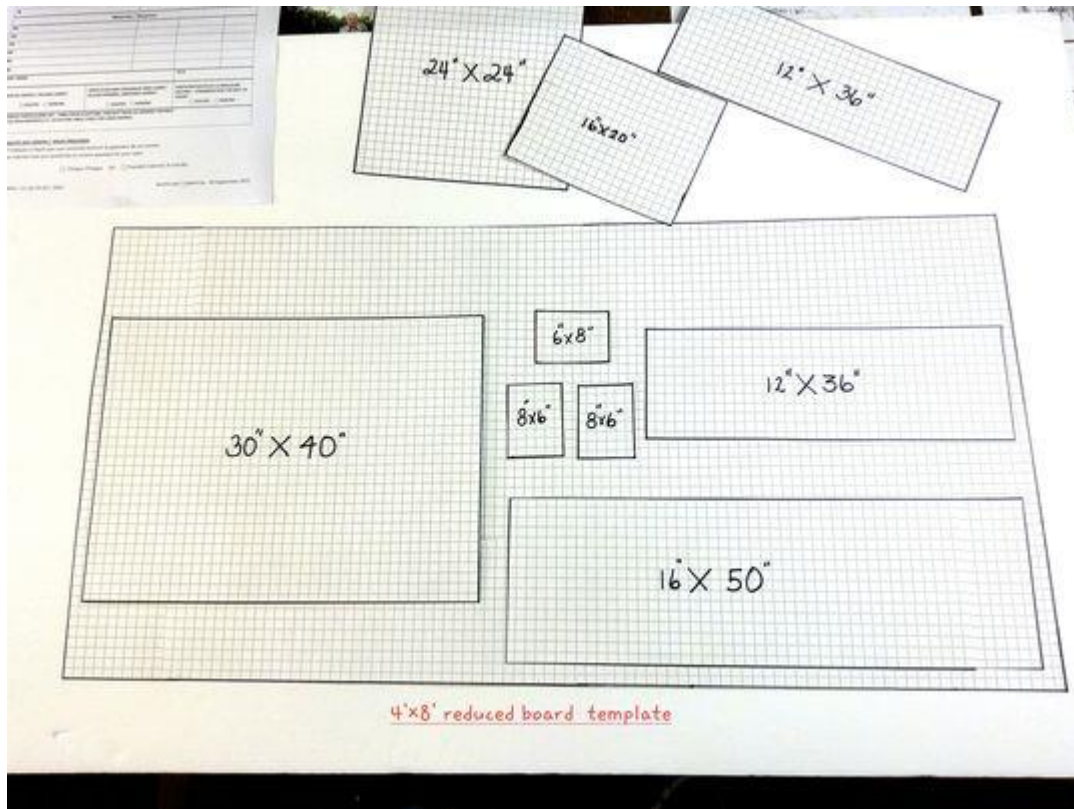


Figure 1

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



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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?

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