

# ENTRY INSTRUCTIONS SPAC ANNUAL EXHIBITION & SALE

(See your Entry Form for Show Dates)

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## THE FOLLOWING INSTRUCTIONS APPLY TO ALL ENTRANTS PLEASE READ CAREFULLY

**NOTE: Members must be in good standing on or before January 1 to participate in that year's show.**

**ALL ENTRY FORMS are to be postmarked or dropped off with entry fee by the deadline on the form.** Entries received after this closing deadline cannot be accepted.

**FEES** are listed on the Entry Forms. 20% Commission is charged on all items sold if you volunteer a minimum of 4 hours for the show, otherwise **40% commission is charged.**

**STANDARDS OF WORK:** Please see the **Exhibition Standards Blue Book** for details. Questions regarding standards of work should be directed to **Rose Davidson** [rose.davidson@shaw.ca](mailto:rose.davidson@shaw.ca) **250-652-4485**. Call Donna Jean at 250-655-1855 regarding general questions.

**COPIES** or **WORK DONE IN ANY WORKSHOP** will not be accepted. Photography is not accepted.

All items must be priced to the nearest dollar.

**GIFT SHOP:** No item can be priced higher than \$200 or under \$3. There is no limit to quantity but not all items may be displayed due to space restrictions. Entry Forms allow space for up to 100 items so if you need more space add another sheet. Cards and prints should be shrink-wrapped and professionally displayed and labelled. EACH card must be on a separate line with its own item number unless wrapped in groups. Then each group must have it's own item number. **Limit cards to 3 of the same design.** Personal item numbers are not allowed. Mark each item with the item number, price and your name (or, if your name is already on the back, initials are okay). Maximum size of paintings on canvas or board is 12x12" plus frame.

**Main Gallery Entry Form: 25 pieces in total are allowed including ALL categories except hanging pieces of which only 4 are allowed if space is available.**

- **Paintings** (may include Drawings, Graphics/Printmaking, fibre art-hanging, etc.).
  - **Minimum price \$200 per piece** with the exception of miniatures, which will be accepted with a minimum selling price of \$150.

**ALL THE FOLLOWING CATEGORIES must have a minimum price of \$75 per piece.**

- **Fine Crafts (C)** (may include non-hanging Fibre and Fibre Arts; Metal, Wood and Miscellaneous).
- **Pottery (T).**
- **Sculpture (S)** (includes various mediums, Clay, Glass, Paper mache, Metal, etc).
  - Clay models cannot be shown, soft or dry, but must be cast in plaster, cast in metal or fired by kiln. The use of newer materials and firing methods should be discussed with the Standards Committee. Plaster casts may be shown in white plaster or may be finished.
- **Jewelry (J).**
- **ALL WORK MUST BE ORIGINAL, RECENT** (Within the current and last year) **AND ALL WORK MUST BE FOR SALE.**

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Any work submitted may not have been previously exhibited publicly at any gallery or art show in a location geographically south of the Malahat. All work must be identified (oil, acrylic, watercolour, monoprint, etc.) **No Photography or digital images are allowed.**

## **LABELLING:**

- Each item must be labelled with the member's name (not initials), the title where applicable, the entry number (matching the number used on the Entry Form) and the price.
- Use an adhesive label on the bottom of items or, in the case of fabrics, put this information on a firmly attached tag.

## **LIABILITY:**

1. Any work for show or sale is submitted at the risk of the respective artist or artisan. All possible care will be taken of entered works; however, SPAC cannot accept responsibility for loss of or damage to said works. Insurance is the responsibility of the individual artist.
2. Entries must not be copies, derivatives, or **based in any way on other copyrighted or published paintings or photographs**. The individual artist assumes liability for their own work.

**JURORS:** A panel of professional judges will make a selection of a number of works in each category to receive "Jurors' Choice" awards.

**PLACEMENT OF WORK:** It is the responsibility of the SPAC Show Committee to decide placement of work. The Show designer has the final say. Please do not ask for your work to be moved.

**DELIVERY OF SALES:** It is a SPAC policy to leave the display undisturbed until the end of the exhibition. Purchasers are asked to collect their items on Sunday at 5:00 pm. If that is impossible, it becomes the responsibility of the artist to arrange for delivery to the purchaser of any items sold.

**PICK UP OF WORK:** All unsold items and items for delivery to purchasers must be collected after the close of the exhibition. **Members may begin removing their work at 5:30pm** or earlier if all purchasers have already picked up their purchases.

**If you are an artist as well as a purchaser, you can pick up your purchases at 5pm but must wait until all purchases have been picked up before you can pick up your own art.**

You will be required to bring a **copy of your entry form** when you pick up your artwork. If you are picking up someone else's art work, be sure to have a copy of their entry form as well. The Show Committee will not accept responsibility for any items left after 6:00 pm Sunday.