



## Ashcroft Art Show Exhibitor Guidelines (Revised 2024)

### Only members and invited guests may display work

- Members of the Ashcroft Art Club in good standing as of Dec. 31 of previous year.
- If space permits, a guest artist or members of selected clubs in the area may be invited to exhibit as non-members under the below requirements.

### Original works in the following mediums are permitted:

- Paintings - all mediums
- Drawings - all media
- Prints -artists original (e.g. lithographs, lino cuts etc.)
- Photography
- Sculptural Work

### Entries for the Show

- Entries must have been completed within the last 2 years, and not been shown elsewhere within the set boundaries as defined in club rules.
- All artwork must be held to the “community standard”. Works which may be considered to be:
  - in multiple parts or of unusual size
  - are controversial or may be found offensive in subject mattershould be brought to a meeting prior to the show. The work will be evaluated by a quorum of members. If denied, the artist may submit an alternative work prior to the show entry deadline.

### Number of entries

- Members: A maximum of 15 entries -or- A maximum combined total area of 9000 sq. inches. Area the sum of all an artist’s entries, calculated by multiplying outer dimensions, including frames (width x height) of each entry and adding totals together. Each piece of a multiple piece work counts as a separate item.

### Quality of finishing

All work to be displayed must be ready to hang:

- Paint must be dry.
- Wire attached securely across back of artwork. No sawtooth style hangers please. Sawtooth style or other types of hangers are not accepted ([See guideline sheet](#)).
- Artwork on canvas may be unframed if it is back wrapped canvas (no staples visible along the sides) with no frayed edges visible. The sides should be finished by the image continuing over the edge, or painted a solid colour.
- Artwork on paper must be framed.
- Frames should be in good condition with no chips or nicks. Artwork should be securely attached to the frame.
- A limited number of plinths are available. Sculptures must be displayed in a stable, safe manner, the artist ensuring the work cannot be knocked over or dropped.



Work that isn’t properly prepared or does not meet these requirements may not be accepted.

### **Submission of entries**

- Completed entry forms must be submitted with entry fee by the date indicated on the form. Forms will be available either by email or from the club website.
- Art Work must be at the hall by 10:00 a.m. Thursday prior to the show. Each exhibitor is responsible for getting his/her own entries to and from the show.
- Each entry must have title label securely attached to the back.
- Insurance for their art work is the responsibility of the artist.

### **Duties of Club Members**

Putting on the show is a big undertaking, but many hands help ease the load. Therefore each member is expected to assist with some of the duties. These include:

- Clean hall and bring in display boards from storage
- Assist with hanging the show, setup etc.
- Take a turn assisting during the show in:
  - Welcoming the public at the door and show area
  - Counting people's choice ballots
  - Preparing food on trays/loading dishes in dishwasher etc.
  - Other areas as needed
- Assist in dismantling display
- Clean hall

A schedule will be made up ahead of time listing necessary tasks. Please sign up for times and tasks convenient to you. The schedule will be posted in the kitchen during the show. If you are unable to fulfill your duty, it is your responsibility to find a replacement to cover.

### **Opening Night — Friday Evening**

The club will be supplying food for the show this year. Club members can assist with arranging food on trays for serving.

### **Show Times**

Friday (Opening Night) - 6:00 p.m. to 9:00 p.m.

Saturday through Sunday-12:00 noon to 5:00 p.m. each day

### **Sales**

Sales are made by the club on behalf of the artist. Payment by cash or cheques payable to the artist are accepted. If an artist is willing to accept e-transfer payments, they should indicate so and include their email address on the entry form. Their contact information will be given to the buyer and it is up to the artist to coordinate and ensure payment is received prior to the end of the show. If an artist prefers not to accept payment by cheque they must inform the club prior to the show.

### **Commission on Sales**

Envelopes with a summary of their sales and money collected will be available for each artist at the end of the show. A commission of 15% of selling price must be paid to the club on any work sold between the time the entry form was handed in and the show closing.

Please pay the commission shown on the envelope no later than the meeting following the show.

### **Removal of Art Work**

- Entries shall not be removed from show until between 5:00-5:30 P.M. Sunday.
- Sold work must be picked up during that time unless otherwise arranged with the artist.
- The club is not responsible for paintings left in the hall after the show has ended.