

**LONDON COMMUNITY ARTISTS
ANNUAL SHOW & SALE – INSTRUCTIONS**

**FOR THE LOVE OF ART
725 NOTRE DAME DRIVE
LONDON, ON N6J 3V5**

**NOVEMBER 5th, 2021 (6pm – 9 pm)
NOVEMBER 6 th, 2021 (9am- 6pm)
NOVEMBER 7 th, 2021 (11:30am – 3:30pm)**

Online show November 8th – 15th, 2021 – Participation Optional

Eligibility: As a member of the London Community Artists, see separate documents for the “Live show” and optional “online” submission forms for this year’s art show. Qualifying for the show requires that membership fees are current. All members submitting art to the show must volunteer to assist in the show and exercise extreme care in handling all artwork.

Deadlines: for submissions to the Live and Online show is **October 6th, 2021.** (Members do not have an option of only showing art in the Online show.)

How to submit: Please email your completed “live show” submission form to artshow@londoncommunityartists.ca.

Please email your completed “online show” submission form and photos in the required format to artshow@londoncommunityartists.ca.

Please pay submission fees via etransfer to treasurer@londoncommunityartists.ca, or mail a cheque to: LCA c/o Joan Hall, Treasurer, 1938 Duluth Crescent, London, ON N5V 1H7. Once the submission has been entered, no changes will be permitted nor fees refunded.

Submission Limits: Members eligible for the maximum submission may submit **5** entries into the show subject to the size restrictions specified below.

Art Categories

1. Framed Art – Ready for hanging (framed/wrapped canvas/laminated/etc. in a professional manner) – securely wired with picture wire. Serrated-edge hangers are NOT acceptable.
2. Matted Art – Matted work should be matted using archival materials ready for framing; must be shrink wrapped or in crystal clear plastic bags ready for display.

Size Restrictions – A total of **5** pieces within the size restrictions specified below, may be submitted.

Maximum sizes have been established for framed/matted work of 2D works ONLY:

700 sq in or less will count as (1) entry.

>700 sq in to 1200 sq in or less will count as (2) entries

>1200 sq in to 2000 sq in or less will count as (3) entries

>2000 sq in to 3500 sq in or less will count as (4) entries

Submission fees

A Flat Fee of \$20.00 will be charged to each entrant to help cover the cost of the show, and in addition:

Square Inch Fees: \$4.00 for each piece – Please note that art which counts as multiple entries, due to size, will cost 2, 3, or 4 times the applicable entry fee. Eg. Framed piece that counts as 2 will cost \$8.00; framed pieced that counts as 4 will cost \$16.00.

Sales fees at artist’s expense

15% Commission on gross sale price for Live Show Sales only** – payable to London Community Artists
 **there will be no commission for online show sales

Payment processing fees for sales deducted by Square:

2.65% for credit card sales

.10 for debit card sales

The total sale price less applicable fees above will be paid to the artist by London Community Artists.

Exception: Online show sales are paid directly to the artist and artist is responsible for arranging delivery of piece to buyer. The sales processing fees above do not apply to online show sales.

Live Show

Identification

Labels: Prepare labels in the following format and affix them to the back of art submitted when delivered for hanging, to ensure that every piece is clearly identified.

1 Title _____ Artist _____ Medium _____ Price \$ _____	2 Title _____ Artist _____ Medium _____ Price \$ _____
3 Title _____ Artist _____ Medium _____ Price \$ _____	4 Title _____ Artist _____ Medium _____ Price \$ _____
5 Title _____ Artist _____ Medium _____ Price \$ _____	

Artist Profile: Please attach your artist profile with your submission when submitted for hanging. This will ensure that the show profile book is current and specific to the show.

Pricing: London Community Artists do NOT collect HST. Each artist is responsible for remitting any and all applicable taxes. Please price your work accordingly.

Delivery of Art to Show: Art will be accepted Thursday, November 4, in the Showroom at For the Love of Art, between 6pm and 8:30pm. Please ensure art is READY to hang – see “art categories” above. Artwork not received by 8:30pm on Thursday, November 4th will not be exhibited in the Live show or the Online show. No refunds will be issued if the deadline is missed.

Other Entry Rules: The art submitted by artists is at their own risk. Please be assured we will take extreme care in handling all artwork, however London Community Artists will not be responsible for damage that may occur to art during the show.

The show Committee may refuse entries that may be offensive, or unprofessionally framed or packaged.

Display pieces only: Members may submit artwork that is not for sale, but all fees and rules still apply. (Enter “Not For Sale” as “Price” on art labels.)

Judging: Judging of all submissions will take place on Friday, November 5th prior to the grand opening.

End of show pickup of unsold artwork: Members must pickup all unsold artwork at close of the Live Show on November 7th, 2021 between 3:45pm and 4:30pm, or notify show convener in advance who will be picking up on their behalf. LCA is not responsible for artwork not picked up.

See Separate Forms for Submissions:

Live art Show submission form

Online art show submission form (optional, only in addition to the Live art show submission.)