

LONDON COMMUNITY ARTISTS 2026 NOVEMBER ANNUAL SHOW & SALE – INSTRUCTIONS

Submissions will soon be accepted for the London Community Artists 2026 November Art Show. Carefully read the following important information, and then go to our website at www.londoncommunityartists.ca to enter. You will find a new tab: ART SHOW.

Everything you need to know about the show, what you need to do, and how to do it are contained in this message. Please ensure that you read it, as tags to attach to your artwork on delivery at intake are included.

LOCATION: St Anne's Anglican Church Hall, 1344 Commissioners Road West, London ON N6K 1E1
Scent – Free Environment

DATES:

WEDNESDAY, NOVEMBER 4, 2026	(3pm-6pm – drop off artwork/gridwalls and easels) Gridwall setup
THURSDAY, NOVEMBER 5, 2026	Hanging (9:00 – 12:00) Opening (5pm-8pm)
FRIDAY, NOVEMBER 6, 2026	(10am - 8pm)
SATURDAY, NOVEMBER 7, 2026	(10am - 4pm)
SUNDAY, NOVEMBER 8, 2026	(10am (private) (Public: 11am – 4pm) Art Pick up (4pm-5pm)

Eligibility: Members in good standing of the London Community Artists are eligible to submit art for the show. All members submitting art to the show **MUST** volunteer to assist in the show and exercise extreme care in handling all artwork. Consider the expectations of our loyal patrons when selecting your entries who appreciate pieces new to the fall show.

Deadline for registration: Submissions and entry fees to the show will be accepted from **Monday September 28, until 10 pm, Wednesday, October 14, 2026**. Late submissions will not be accepted.

How to submit: The Submission Form will be available online in the LCA members area, under ART SHOW. Password for the Members Only section: 75Artists

As there will be no submission fee this year, **there are still square inch entry fees**. Note the calculation for this on page 2 of this document. Fees need to be paid via e-transfer to treasurer@londoncommunityartists.ca, or mail a cheque to: LCA c/o Joan Hall, Treasurer, 1938 Duluth Crescent, London, ON N5V 1H7. If you choose to pay by cheque, mail it early so that the cheque reaches the treasurer before the deadline. **Fees for the art show are due at the same time as the submissions**. Once the submission has been entered, no changes will be permitted nor fees refunded.

Art Categories - original 2D works only:

- 1) **Framed Art** - Ready for hanging (framed/wrapped canvas/laminated/etc. in a professional manner). Canvases do not have to be framed. Pieces **MUST** be wired on the back using D-rings for hanging. Wired ends need to be wrapped in tape. **Stand-up picture frames will not be accepted**. Art work must be fully dry with labels securely attached.

- 2) Matted Art - Matted work should be matted using archival materials ready for framing and must be shrink wrapped or in crystal clear plastic bags ready for display. Place a hanging tab on the back of the wrapped art.

Submission Limits: Members may submit 5 (five) entries into the show subject to the size restrictions specified below. Once the maximum of 5 entries is reached, 1 (one) additional piece may be submitted to be held in RESERVE. *****Reserved piece must be 700 sq. inch or less as it counts for 1 entry.**

FOR PIECES OVER 36" IN WIDTH, MEMBERS MUST SUPPLY THEIR OWN EASEL

Calculating your number of entries: A total maximum of 5 (five) pieces within the size restrictions specified below, may be submitted.

- First, multiply the length x width of your piece to get your square inch total. Measurement to include the frame (if framed).
- Then refer to the chart below to determine how many entries your piece counts for.

Square inches	Number of entries	Entry Fee
700 sq in or less	1 entry (RESERVE piece must be 700 sq inch or less)	\$4
> 700 sq in to 1200 sq in	2 entries	\$8
>1200 sq in to 2000 sq in	3 entries	\$12
>2000 sq in to 3500 sq in	4 entries	\$16

Examples:

A 26x26 inch piece is 676 sq inches, so this would count as 1 entry. (less than 700 sq in)
 A large 40x40 piece (1600 sq in) would count as 3 entries. You could then enter a smaller piece of 700 or less sq. in which would count as 1 entry. Total **5 entries**. Use the same square inch formula to calculate the entry fee for the RESERVED piece (700 sq. inch or less = 1 entry). Bring a piece of flat cardboard to safely stack your one reserved piece. Reserved pieces will not be included for consideration by the judges.

If you are entering a diptych (2) or triptych (3) sold together that make up one picture, then lay them out with 1 inch between pieces and measure the perimeter of the pieces.

Submission fee: There will be **no application entry fee this year only**, to be revisited in 2027.

The two student members are highly encouraged to enter as there is no cost to do so.

Square inch fees: Square inch entry fees are **\$4.00 for each piece, including the one RESERVED piece**. Refer to the chart above. The online submission form will calculate this for you.

Please note that art which counts as multiple entries, due to size, will cost 2, 3, or 4 times the applicable entry fee. I.e.: A piece that counts as 2 entries will cost \$8.00; a piece that counts as 4 entries will cost \$16.00.

Sales fees: London Community Artists will be taking a 15% commission on all sales. The total sale price, less 15%, will be paid to the artist by London Community Artists. LCA will cover credit and debit card fees charged by Square for payments.

Identification Labels: Prepare labels in the following format and tape them to the back of your art. When dropping off your artwork we need to ensure that every piece is clearly identified. It is also recommended to write the title and artist name on the back of your work in addition to the label (in case the label falls off).

Entry 1 Title: Artist: Medium: Price: \$	Entry 2 Title: Artist: Medium: Price: \$
Entry 3 Title: Artist: Medium: Price: \$	Entry 4 Title: Artist: Medium: Price: \$
Entry 5 Title: Artist: Medium: Price: \$	RESERVE PIECE: 700 sq. inch or less ONLY Title: Artist: Medium: Price: \$4.00

Artist Profile: We will have a binder at the show with a page for each artist's profile (Bio). Please update and attach a printout of your artist profile with your submission when dropping off your artwork. This will ensure that the show profile book is current and specific to the show. If you do not submit a printout, your profile from online will be printed and used. If you do not have a profile page on the LCA website, you will not have a page in the binder.

Pricing: London Community Artists do NOT collect HST. Each artist is responsible for remitting any and all applicable taxes. Please price your work accordingly and remember to include the 15% commission.

Delivery of art to the show - Wednesday, Nov 4, 3-6pm

Art, gridwalls and easels will be accepted Wednesday, November 4 at the venue, between 3 pm and 6 pm. **Be aware that many school parents use the adjoining parking lot from 3:25 – 3:45.**

Artwork not received by 6 pm on Wednesday, Nov 4 will not be exhibited. No refunds will be issued if the deadline is missed.

Print and Card Gallery: If you plan on participating, a Sign-Up Form will be provided in the front foyer at the next 2 meetings. Not in-person to sign up? Email artshow@londoncommunityartists.ca. P & C Gallery Submission forms will be made available in the pertinent website link. (Same as the *Brushstrokes United* form). No printer? Copies will be provided. These will need to be completed and brought with you at the Art Show Intake on Nov. 4.

Other Entry Rules:

- 1) 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.
- 2) If you submit work for the show you need to volunteer for a minimum of 3 shifts during the show.
- 3) The Show Committee may refuse entries that may be offensive, or unprofessionally framed or packaged.
- 4) 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.)
- 5) Judging: Judging will take place on Thursday, November 5th prior to the Grand Opening. Reserved pieces will not be eligible.

End of show pickup of unsold artwork:

Members MUST pick up all unsold artwork at the close of the show on Sunday, November 8, at 4:15pm, once all patrons have exited, or notify the show convener, Denise Donais in advance as to who will be picking up on their behalf. LCA is not responsible for artwork not picked up.

Important Dates:

Monday, September 28: Submissions Open

Wednesday October 14: 10pm: Submissions Deadline

Wednesday Nov 4:	<u>Art Drop off:</u> 3 - 6 pm: Gridwall, easels drop off. Gridwalls setup in showroom
Thursday Nov 5:	Artwork hanging: 9am: (Judging in the afternoon) Grand opening: 5pm to 8pm
Friday Nov 6:	10am to 8pm
Saturday Nov 7:	10am to 4pm
Sunday Nov. 8:	10am (private) 11am-4pm 4:15pm: art pickup and dismantling of gridwalls. Cleanup.