VCAC CENTRE GALLERY
INDIVIDUAL ARTIST ENTRY FORM

Artist Name: _____ Membership Expiry Date: _____

Phone: _____ Email: _____

Exhibit Theme: _____ Drop Off Date: _____ Pick Up Date: _____

Entry Information:

- Only current Arts Council of the North Okanagan (ACNO) members may submit work in VCAC Centre Gallery Shows.
- All work must be original and made by the submitting artist.
- The number of pieces accepted or displayed *may* be limited to *less than 3* due to availability of space. If we are unable to display all entries, you will be asked to pick up the remaining pieces after the show is hung.
- The maximum size for paintings or prints is 24" x 36". Three dimensional works should fit on plinths or discussed with VCAC staff prior to submission.
- Each entry must be exhibition ready to hang or display (i.e. proper wire attached) and labeled food safe if applicable (ie, in the case of functional pottery).
- A 25% commission will be charged on all sold works.
- The Arts Council of the North Okanagan collects the taxes on works sold in the Centre Gallery.
- Artists are welcome to submit their works for "display only."
- Artists are responsible for delivery and pick-up as per the gallery schedule. VCAC does not have storage space for works delivered early or left after the pick-up date.
- VCAC is unable to store packaging materials. All packaging must be removed when work is dropped off.
- No pieces can be put on display without being recorded on the Entry Form below. Only the original artist is permitted to fill out and sign this form (we will not accept work that is submitted by anyone except the original artist, unless the artist is a minor).
- All pieces must be easily identified and labelled with title, artist name and in case of multiple similar pieces, the entry number as filled out below.
- The management reserves the right to remove, or not accept works deemed inappropriate or unsafe.
- ACNO does not insure work exhibited in the Centre Gallery. While we will take all precautions, exhibitors are encouraged to carry their own insurance.
- Artists are aware that photos/images of their works may be taken by the Vernon Community Arts Centre/ Arts Council of the North Okanagan to support marketing initiatives. Images may be placed on the VCAC/ACNO websites and/or social media platforms to promote the Vernon Community Arts Centre Gallery and the ACNO. By signing this form, you agree that images of your work listed below may be used for these purposes.

Waiver: A signed waiver is required if you wish to exhibit/sell your work in the VCAC Centre Gallery.

I agree not to hold the Arts Council of the North Okanagan/Vernon Community Arts Centre or any of its members, staff or volunteer workers liable for any damage, loss or injury to person or party sustained by reason of accident or incident occurring in or about the premises. Further, I waive any claim I may have with respect to any loss or damage to work submitted and accepted into the show/sale. I have read, understand and agree to both the statement and its conditions.

_____ _____

Signed Date

Submissions: Please fill out all areas. Any pieces that are for display only should be marked "NFS" in the price section. If you require more space, please use reverse side. Please enter in order of preference to which pieces you want displayed.

1. Title: _____

Medium: _____ Price: _____

2. Title: _____

Medium: _____ Price: _____

3. Title: _____

Medium: _____ Price: _____

Special Considerations: If there are any special considerations we should be aware of when displaying your piece(s), please inform us in detail below. Please do not use this section if your work can be displayed generally. All work will be treated with care and respect, and all necessary precautions will be taken to ensure the safety of all pieces.

_____

_____

Extra Submission Space:

OFFICE USE ONLY: Please record sales below:

1. Title: _____ Price: _____ Date Sold/Paid: _____

Buyer's Name: _____ Buyer's Phone # _____

Proof of Pick-Up: Signature of Buyer: _____ Date of Pick Up: _____

2. Title: _____ Price: _____ Date Sold/Paid: _____

Buyer's Name: _____ Buyer's Phone # _____

Proof of Pick-Up: Signature of Buyer: _____ Date of Pick Up: _____

3. Title: _____ Price: _____ Date Sold/Paid: _____

Buyer's Name: _____ Buyer's Phone # _____

Proof of Pick-Up: Signature of Buyer: _____ Date of Pick Up: _____

Entry(s) picked up at conclusion of the show:

Signature _____ Date _____