**ENTRY FORM**

**CLOSING DATE (Entries): 22nd November**

**WORK DELIVERED (to KACI): 18th – 22nd Nov 9am – 5pm**

**WORK COLLECTED (from KACI): Thursday the 19th December 9am – 5pm**

**Terms and Conditions of Entry**

**\*A maximum of 3 artworks can be entered.**

\***All artworks must be for sale.**

**\*Exhibition is only open to fully paid up KACI members.**

\***Work must be priced under $400.**

**\*All sold work will incur a 30% commission fee**. Fees will be deducted from the artist’s payment at the end of the exhibition. Any tax liability is the responsibility of the artist.

\*All entry forms must be FULLY completed, including pricing. Incomplete entry forms and late entries will not be accepted. Any changes to be notified to KACI on or before the delivery date, no late changes will be accepted.

\*Work to be delivered to the coordinator/nominee on the given dates/times and must be:

-Suitably packaged with bubble wrap, cardboard or boxed. While all care will be taken, KACI will not accept responsibility for loss or damage while the work is in transit or while being exhibited. Insurance is the responsibility of the artist.

-Suitably prepared for display i.e. mounted and/or framed, with hangers and tightly strung with string/cord. In the event that we have to string artwork, a $5 fee will be charged. Clearly labelled with artist’s name and title of work.

\*Unsold work to be collected by the given date. KACI has very limited storage space therefore work not collected within 2 days of the given date will incur a $10 per day storage fee.

Work remaining uncollected after 2 months will become the property of KACI.

Images of exhibited works may be used by KACI for publicity purposes.

**Return completed forms to** [kumeuarts@gmail.com](mailto:kumeuarts@gmail.com)

By submitting an exhibition entry artists agree to the above terms and conditions of entry. Compliance with the above helps with the smooth coordination and hanging of our member’s exhibitions.

**Important note for exhibitors**

**Running a Members exhibition is reliant on volunteer help. Therefore, when entering you are required to help with:**

* **Gallery minding - Indicate a time slot on page 2**
* **Promotion – more promotion means greater sales**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *Receipt* | **Total Entry Fee $** | | **Paid:** | | **Yes** | **No** |
| *Entry Fee:* | | | *$5.00 for 1 entry* | | *$10.00 for 2 or 3 entries* | | |

**ENTRY FORM** *(Artist to fill out – KACI office use)*

*By submitting an exhibition entry artists agree to the terms and conditions.*

NAME: PHONE:

EMAIL: PAID MEMBER: Yes No

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | TITLE | | Medium | | Selling Price  Under $400 |
| Work 1 |  | |  | |  |
| Work 2 |  | |  | |  |
| Work 3 |  | |  | |  |
| *Entry Fee:* | | *$5.00 for 1 entry* | | *$10 for 2 or 3 entries* | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Entry Fee $** | **Paid:** | **Yes** | **No** |

**Gallery Minding**

*Please indicate below when you are available to mind the gallery (2.5-hour time slot)*

**Have you minded the gallery before? YES NO**

|  |  |  |
| --- | --- | --- |
| Saturday 30th November | Saturday 7th of December | Saturday 14th of December |
| *10am - 12.30pm* | *10am - 12.30pm* | *10am - 12.30pm* |
|  |  |  |
| *12.30pm - 3pm* | *12.30pm - 3pm* | *12.30pm - 3pm* |
|  |  |  |