Port Community Arts Centre Inc

MEMBERS EXHIBITION ENTRY FORM

"Once Upon a Time" (History Month) From 1 May – 16 May 2021

Name: …….....

Address: ……..... Postcode: .....

Mob. Ph: ……..……..…….....…….. Home Ph:……..……..….....…..

Email: .....

**Maximum number of artworks allowable is TWO only. ***Should more works be required, names of participating artists will be drawn at random in order to source extra works at no extra charge.

*If required, do you wish to be included in the process to submit another artwork? ☐ **Yes** ☐ **No**

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Entry fee: $7.50 per art piece. Maximum size of artworks is 100cm x 100cm, including frame.

Title of artworks:	**Size W x D cm**	**Medium**	**Price**
1 …….…….....	.....	.....	$…….....
2 …….…….....	.....	.....	$….....

- I enclose (please circle): Cash Cheque (payable to Port Community Arts Centre Inc).
- **OR** please charge my Mastercard/VISA: Card Number ……
- Card Expiry Date …… CVV ……
- **CARDHOLDER'S SIGNATURE** ……
  AMOUNT – AUD $.....
- **Or** EFTPOS PAYABLE TO**: Port Community Arts Centre Inc.**
  BSB: 105001 **ACCOUNT**: 001058640
- **PLEASE INCLUDE YOUR FULL NAME IN YOUR BANK TRANSFER REFERENCE**

Gallery sitting: Two people per session are now required. It is a condition of entry that each exhibitor must be prepared to sit for at least one session. It is not necessary to nominate your co-sitter, unless desired.

My preferences: Date:.....Session: **AM** (11am to 1.30pm) **or PM** (1.30pm to 4.00pm) (Circle)

Date:.....Session: **AM** (11am to 1.30pm) **or PM** (1.30pm to 4.00pm) (Circle)

(If desired, please give name of co-sitter (fellow member, or family/friend, if you would prefer to sit with them)

PCAC Member:…….……OR Family/Friend……

Exhibition Entry Forms: Submit online via www.portcommunityartscentre.com.au or post or deliver your completed form to the Black Diamond Gallery, Visitor Information Centre, 66 Commercial Road, Port Adelaide 5016 by 24 April 2021.

Art delivery – Hand-In Day: **Saturday April 24, 11am – 2pm (only)**
Opening Day: **Saturday May 1 at 3 pm**
Art collection: **Sunday, May 16, 4pm – 5pm**

If you are unable to collect or deliver your art on the above date please contact PCAC on 0435 981 070 or email gallery@portcommunityartscentre.com.au

☐ I have read, understand, and accept the conditions of entry (*on page 2*) and declare the above items have not been exhibited in a previous exhibition at the Black Diamond Gallery

Signed:……..…….....….....

Port Community Arts Centre Inc.
MEMBERS' EXHIBITION - CONDITIONS OF ENTRY

1. For members' exhibitions, original work in any recognised artistic medium, of two or three dimensions, may be submitted. This includes all painting mediums such as watercolour; oils; acrylics; gouache; and pastels; and also includes: photography; textiles; printmaking; ceramics; and digital imagery. No reproductions are allowed.

2. Linocuts, screen prints, lithographs, intaglio, and other printmaking artworks should be part of a limited-edition series and be numbered as 1 of the series, 2 of the series and so-on: (e.g. 1/10; 2/10).

3. The maximum size of works of art, including frame, is 100cm x 100cm unless otherwise authorised by the Board for special exhibitions.

4. All art works will compete equally for the available prizes, except where the Board has included other categories.

5. Art that has previously been exhibited in a members' exhibition is no longer eligible for future exhibitions unless an exhibition allows such work. Art that has previously been hung in a private exhibition at the Black Diamond Gallery will be accepted at the discretion of the Gallery Co-ordinator. Exhibited work may be subject to your priority selection.

6. All art submitted must be for sale and must be unpacked ready to be hung. *D-Ring example*:

7. Framed artwork must be suitably framed and ready for hanging with flat D-rings and wire affixed. (Frames should be suitable to attach D-rings to.) Large paintings, 100cm or deeper, should have the D-rings attached no further than 20cm from the top to ensure they hang close to the wall. Smaller paintings should have the D-rings fixed no more than 10cm from the top. Failure to comply with D-rings may result in works not being accepted for hanging.

8. If un-framed, works requiring other methods of hanging do so in consultation with gallery coordinator.

9. Un-framed canvasses must be completed and dry, preferably with the sides painted.

10. All artwork must be labelled, on the back, with the artist's name, title of work, medium and price, clearly marked. (Blank labels are supplied with the exhibition entry form [see page 3] and are also available on the day of delivery.)

ARTWORK NOT COMPLYING WITH ANY OF THE ABOVE WILL NOT BE ACCEPTED.

11. The Black Diamond Gallery reserves the right to refuse to accept or display any exhibit without being required to give a reason. In the event of a dispute arising regarding the interpretation of these conditions, the decision of the board shall be binding by all parties.

12. Artists grant the right for their works to be reproduced by newspapers or television whilst the exhibition is open and for photos of their work to be uploaded onto the PCAC social media pages and/or included in the PCAC newsletter.

13. The gallery will deduct commissions as follows: Cash/Cheque/EFT sales: 20% of the catalogue price.
The balance of any sale will be sent to the artist at within 14 days of the completion of the exhibition.

14. Exhibiting artists must agree to be on the gallery-sitting roster during the exhibition or nominate another suitable person, over the age of 18 years, to sit in their place. A roster will be available on the art hand-in day. Although exhibition organisers will endeavour to facilitate members to gallery-sit with their preferred person, it cannot be guaranteed that this will always be possible.

15. An exhibition entry fee of $7.50 for one work or $15 for two is to be paid on delivery.

16. In order to exhibit, non-members will be required to pay the Port Community Arts Centre annual membership fee of $20 - plus the entry fee *(see 15)* which is extra.

17. All art works must be collected from the gallery between 4.00 and 5.00 pm on the last day of the exhibition. Failure to do this will result in collection at the Board's convenience unless prior arrangements have been made for collection at another time.

18. Port Community Arts Centre accepts no responsibility for artworks not collected on the designated collection date.

19. All artwork exhibited at the Black Diamond Gallery is at the risk of the artist. The Port Community Arts Centre Inc. accepts no responsibility for work that may be stolen or damaged in any way. It is strongly suggested that members have their own insurance that covers delivery, theft, and damage.

LABELS

Cut around & complete each label required and securely **affix to the back** of your artwork pieces.

BLACK DIAMOND GALLERY

Exhibition: .....

Artist: .....

Title: .....

Medium: .....

Price: $.....

Date: .....

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