



ENTRY FORM

in Deep

see change
winter arts festival
2 0 0 4

Exhibition Name:

Date: 28th of May to 14th of June
Gallery Space: Long Gallery and the Ferry Well of the Lady Denman Heritage Complex.

Entry requirements: Group exhibition of work by members of Jervis Bay & Basin Arts Inc.

PLEASE CLEARLY PRINT ALL DETAILS.

Artist Name: _____

Address: _____

Post Code: _____

Phone: _____ Mobile: _____

Fax: _____ Email: _____

Are you a current financial member: _____ (All exhibitors must be financial members)
Membership Forms are available from the website or by phoning the Secretary on 4443 4923.

Conditions of entry are attached. Please read these and complete the artist contract overleaf and return with this entry form and applicable payment. Please note Commission on sales is 10%

1. Title: _____

Medium: _____ Size: _____

Sale price: _____

2. Title: _____

Medium: _____ Size: _____

Sale price: _____

DO NOT COMPLETE THE FOLLOWING SECTION. (Details will be completed by Exhibition Committee.)

1. Title: _____

Sale price: _____ Deposit Paid _____ Balance _____

Artwork Taken by _____ Paid in full _____

2. Title: _____

Sale price: _____ Deposit Paid _____ Balance _____

Artwork Taken by _____ Paid in full _____

PLEASE MAIL COMPLETED FORM TO:
JERVIS BAY & BASIN ARTS PO BOX 207 VINCENTIA NSW 2540

ROSTER

Please circle the M or A on the day of your choice and indicate your preferences from 1-3
Morning from 10.00am to 1.00pm Afternoon from 1.00pm to 4.00pm

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
29th MAY M A	30th M A	31st M A	1 st JUNE M A	2nd M A	3rd M A	4th M A
5th M A	6th M A	7th M A	8th M A	9th M A	10th M A	11th M A
12th M A	13th M A	14th M A				

CONDITIONS OF ENTRY

A. ARTWORK

1. Entries in any style or any medium.
2. Entries may be limited to one or two per member depending on artist response and gallery space. Up to six for small sculpture.
3. Size of work is open provided a work can be easily hung or displayed by two people. If a work is too large or heavy it may not be hung due to Risk Management or potential damage to the hanging system. This will also apply to sculptures and other freestanding works.
4. Entry forms to be submitted by April 15th 2004 (General Meeting is held on this day)
5. A non-refundable entry fee per work must accompany entry form. In the event of insufficient space to hang three works we will refund the entry fee for any unhung works.
6. Entry fee per work is \$10.00 and also entitles exhibiting artist free entry to the exhibition for its duration.
7. Please make all cheques payable to Jervis Bay & Basin Arts Inc.
8. Work will be received at the Lady Denman Heritage Complex from 26th & 27th 10.00am–4.00pm
9. Works should be clearly labelled with artists name, address, phone number, title and price.
10. Hanging works should be fitted with a "D" rings for use with the installed hanging system.
11. Delivery and collection of works is the full responsibility of the artist.
12. Exhibitors must meet all transport costs and arrangements.
13. Work should be packed for safe delivery and all packaging must be removed from the gallery by the exhibitor upon delivery of artwork.
14. Entrants shall allow their work to be reproduced in whole or part for publicity purposes for this event. Copyright claims shall be waived in these instances.
15. The Committee reserves the right to curate art work as they deem most suitable.
16. Artwork may not be removed prior to close of the exhibition.
17. Purchasers and Artists are to collect artwork from the Gallery on 15th of June from 10.00am–4.00pm

B. SALE OF WORK

18. Commission of 10% on sales to go to Jervis Bay & Basin Arts. Any GST payable by individual artists is their responsibility and those artists should consider this when pricing their work.
19. Sales will be recorded by the Jervis Bay & Basin Arts/Lady Denman volunteers and receipts issued.
20. All work sold can be collected on 14th after 3pm & 15th 10.00am- 4.00pm After this date all sold work will be returned to artist to negotiate collection details with purchaser.
21. Payment to artists from sales will be within two weeks of exhibition.

C. INSURANCE

22. For Public Liability/Personal Accident insurance considerations all exhibitors must be current financial members of Jervis Bay & Basin Arts Inc.
23. Insurance of work is the full responsibility of the artist. Work will be handled with all care but no responsibility will be accepted. Insurance to/from and during the exhibition will be met by the exhibitor.

D. VISITOR ENTRY FEES

24. The Official Exhibition Opening will be held 29th June Lady Denman Heritage Complex.
25. Free entry to the exhibition will apply at the Official Exhibition Opening only.
26. An Entry fee to the gallery space at all other times will be payable to the Lady Denman Heritage Complex at the rate of \$5.00 per adult and \$1.00 per school-age child, preschoolers free.
27. A non transferable payment voucher will be issued upon initial payment to entitle bearer to return visits to the "IN DEEP" exhibition.

E. EXHIBITION ROSTER DUTY

28. The Lady Denman Heritage Complex information desk is manned by their volunteers. To support their volunteers, Jervis Bay & Basin Arts members will supply supervision to exhibitions as required. Exhibitors may be required to donate a morning 10.00am-1.00pm or afternoon 1.00pm to 4.00pm throughout some exhibition periods. Your donation of three hours time provides an ideal opportunity to meet visitors and view other members work. We trust you will enjoy this experience and support both your art group and the fostering of our partnership with the Lady Denman Heritage Complex.
29. Please indicate your preferred roster time and day on the roster attached. You will be advised of your time slot upon delivery of your artwork on the 26th & 27th May 2004.
30. If you are unable to attend at this time please discuss this at this time to negotiate another time slot. You may be able to negotiate with someone else you know. We would like to keep this as simple but effective as possible.

F. ARTIST PROFILE

31. Please supply a brief description of your current work to use for publicity.