



ARTIST SUBMISSION GUIDELINES

Submission packages should be delivered to the VAC Office by 5pm, August 14th 2018
***Submissions by mail must be postmarked by midnight, August 10th 2018**

GENERAL TERMS OF ENTRY

1. The COAF submission is open to all artists.
2. Acceptance of work is not guaranteed. The gallery's decision is final. Any work not meeting the stated terms of entry will not be considered.
3. Entry forms must be filled out correctly. When filling out your application, you must use your legal name(s), not a company, business, group/collective name or pseudonym (groups may submit 1 application package, but must apply using all artist's names).

APPLICATION PROCESS

Submission package will include: application form, payment (in person or online), artist statement, images (maximum 10 images in jpeg format for single applicants, maximum 20 images in jpeg format for group applicants).

Online (Dropbox): Upload the complete application package via the submission link:
bit.ly/COAF2018

In person/by mail: The package must be saved on a CD, DVD or USB flash drive, clearly labelled with artist's name.

FEES AND PAYMENT

Submission Fee: \$25 per artist or collective

*To be eligible as a collective, you must have produced a collaborative body of work, and worked together for a minimum of two years to develop a singular artistic practice.

Booth Fee: \$50 per 10' x 10' space. Each accepted artist will be contacted to select and pay for a 10' x 10' booth space. Booth location is assigned based on the time your application was submitted, therefore it is in your best interest to apply as early as possible.

You will be required to pay at the time of submitting your application.
(Payments can be made online or in-person. The VAC accepts Paypal, Cash, Cheque, Debit, Visa or Mastercard)

SELECTION

All submissions will be reviewed by representatives of the VAC. Works are selected based on originality, quality, consistency of the ideas and design. It is in your best interest to submit images of the highest quality.

CATEGORIES

There are 14 categories to choose where your entry should be placed: Ceramics, Digital Media, Drawing, Fibre, Glass, Illustration, Jewelry, Mixed Media (must involve 2 or more distinct media in a single work), Painting, Photography, Printmaking, Sculpture, Watercolour, Wood.

DISPLAY BOOTH

Each accepted artist or collective will be assigned a 10' x 10' display booth area – this area can be shared between artists. You are responsible for bringing or renting your own 10' x 10' tent, display fencing, weights and water ballasts. VAC will provide the accepted artists further information about rentals on August 12, 2018.

DISPLAYS REQUIRING CONSTRUCTION ARE NOT PERMITTED. A VAC representative will ask you to remove your display if it is anything other than a 10' x 10' tent and/or fencing. No refunds will be issued for removed display.

IMPORTANT DATES

June 1, 2018 - Submissions go live

August 10, 2018 - Last day to submit by mail

August 12, 2018 - Jury results sent to artists who submitted before July 31st, Booth Payments Open

August 14, 2018 - Last day to submit online or in person

August 17, 2018 - Jury results sent to artists who submitted after July 31st

August 27, 2018 - Booth payment deadline

August 28, 2018 - Final date for cancellation with booth fee refund, minus a \$15 administrative fee.

No refunds given for cancellations received after this date.

August 31th, 2018 - Last day of waitlist changes

September 7, 2018 - Booth location and Tent Rental Forms sent to artists

September 29 & 30, 2018 - **Clarrington Outdoor Art Festival**

FESTIVAL HOURS "LIVE" ON THE GROUNDS

The festival takes place on the VAC grounds at Soper Creek Park. Selected must be present for the advertised hours below. Early takedown is not permitted.

Saturday, September 29th 2018: 10:30am-4:00pm

Sunday, September 30th 2018: 10:30am-4:00pm

This is a rain or shine event.

CANCELLATIONS

VAC requires written notification of your cancellation by August 31st, 2018. A refund minus \$15 processing fee will be issued for cancellations received before **August 20th, 2018.**

ACCEPTED ARTISTS PROMOTIONAL AND EDUCATIONAL USAGE RIGHTS GRANTED TO VAC

When you become an accepted artist, you grant VAC educational and promotional usage rights. The artist always retains their copyright. You are agreeing to license VAC usage rights only, for promotional and educational purposes.

REPRODUCTIONS

Please note: VAC only accepts original artworks for display. **Reproductions of any kind, including postcards, posters, note cards, and t-shirts are not permitted in the exhibition. Limited edition prints are the only exception.**

SALES

All Artists are responsible for the sale of their own work, including maintaining a float, change and/collecting payment. All proceeds from the sale of work belongs to the artist(s) and VAC will not charge commission.