

**SUBMISSION FORM for  
FIGURATIVELY SPEAKING: 26<sup>th</sup> ANNUAL NAKED SHOW + ART SALE**  
Harcourt House Artist Run Centre . Annex Building

**EXHIBITION TITLE:** Figuratively Speaking: 26<sup>th</sup> Annual Naked Show + Art Sale

**EXHIBITION DATES:** June 21 – July 3, 2018 (Harcourt House is closed during Canada Day weekend)

**OPENING RECEPTION:** Thursday, June 21 from 7 pm to 10 pm

**OPEN TO:** Artists attending Harcourt House's drop-in sessions

**SUBMISSION Deadline / Drop-off:** May 14 – 25, 2018 (during drop-in sessions)

Please note: Artwork should not be framed for submission, but framed for exhibition installation.

**Pick-up unselected artwork and artwork for FRAMING:** Wednesday, May 30 and Friday, June 1 (during drop-in sessions)

**Drop-off FRAMED artwork:** by June 15, 2018 (last drop-in session)

Please note: All artwork must be ready to hang with wire or another appropriate method.

**EXHIBITION Take-down / artwork pick-up:** July 4 and 11, 2018

**SUBMISSION GUIDELINES:**

1. Every artist may submit up to five (5) works for the Exhibition Curators to consider. Every artist who submits will have at least one (1) and up to a maximum of three (3) works in the exhibition.
2. Submitted artwork must be created during the non-instructional Drop-In Drawing, Painting, or Sculpture sessions, or Weekends with the model sessions. **NO EXCEPTIONS!**
3. We will only accept the artwork created within the past year.
4. Late submissions will not be accepted.
5. Artist will provide all information on the **ARTWORK SUBMISSION FORM** and include the form with the submitted artwork. ANY missing information will disqualify the submission from consideration.
6. Drop off the artwork for submission to the **DRAWING ROOM** in the Harcourt House Annex Building. Do NOT bring the artwork upstairs to the Gallery offices unless it is absolutely necessary.
7. It is the artist's responsibility to ensure her/his submissions are clearly labelled for the **Figuratively Speaking: 26<sup>th</sup> Annual Naked Show + Art Sale**. Each artwork you submit **MUST** be labelled – on the back of the artwork itself – with your name and the number on this form that corresponds to the information for the artwork (see page #3).

8. Artwork selected for the ***Figuratively Speaking: 26<sup>th</sup> Annual Naked Show + Art Sale*** will be marked on the submission form with a RED star. These artwork(s) will have to be framed for the exhibition by the artist and returned to the **DRAWING ROOM** for the installation of the exhibition.
9. Artist grants permission for Harcourt House Artist Run Centre to reproduce artwork for the promotion and publicity of the exhibition and the drop-in program. Copyright will be attributed to the artist.
10. If artist choose to sell her/his work, **Harcourt House will receive a 30% commission** included in the price of the sale. The balance of the price of sale for all works sold will be remitted to the artist after the closing of the exhibition.
11. It will be the sole responsibility of the artist and purchaser for the cost of packing and shipping of any artwork sold out to out of town customers.
12. It is the responsibility of the artist to remove the artwork from the **DRAWING ROOM** on **July 4 and 11, 2018** during drop-in sessions. Harcourt House Artist Run Centre will NOT assume any responsibility for any artwork remaining on the premises after these dates.

*If you have any questions, please contact Ruta Nichol, Harcourt House's Exhibition Programs Coordinator/Curatorial Assistant Monday to Friday from 10 am to 5 pm, tel. 780-426-4180; email: [harcourtexhibit@shaw.ca](mailto:harcourtexhibit@shaw.ca)*

## **ARTWORK SUBMISSION FORM - PLEASE PRINT**

### ***Figuratively Speaking: 26<sup>th</sup> Annual Naked Show + Art Sale***

Artist's Name: \_\_\_\_\_

Artist's Complete Mailing Address (including postal code): \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email (please print): \_\_\_\_\_

Date: \_\_\_\_\_

I agree to all guidelines set out in the submission form for ***Figuratively Speaking: 26th Annual Naked Show + Art Sale***

Artist's signature: \_\_\_\_\_

**ARTWORK SUBMITTED by**

Artist's name: \_\_\_\_\_  
***For Figuratively Speaking: 26<sup>th</sup> Annual Naked Show + Art Sale***

1. Title: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions (height x width x depth): \_\_\_\_\_

Year: \_\_\_\_\_ Price (optional): \_\_\_\_\_

2. Title: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions (height x width x depth): \_\_\_\_\_

Year: \_\_\_\_\_ Price (optional): \_\_\_\_\_

3. Title: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions (height x width x depth): \_\_\_\_\_

Year: \_\_\_\_\_ Price (optional): \_\_\_\_\_

4. Title: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions (height x width x depth): \_\_\_\_\_

Year: \_\_\_\_\_ Price (optional): \_\_\_\_\_

5. Title: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions (height x width x depth): \_\_\_\_\_

Year: \_\_\_\_\_ Price (optional): \_\_\_\_\_