



BRISBANE GRAMMAR SCHOOL

The Artist agrees to show their work at '**BGS Art Show 2023**', the 54th Brisbane Grammar School (BGS) Art Show on the conditions set out in these Conditions of Entry.

The Brisbane Grammar School Art Support Group ('the organisers') is a subcommittee of the Brisbane Grammar School Parents & Friends Association.

## ENTRY TERMS:

- Show Inclusion:** Entry to the Art Show is by invitation only and there is no entry fee payable. Artists are required to submit the online acceptance survey and acknowledged declaration that they have read and will comply with the conditions, by the due date of Monday 13 March 2023.
- Submission of Entries:** All works on show must be for sale and must not have been previously exhibited in this Show (*excluding jewellery*). All artwork should be original work completed by the artist in the 24 months preceding the date for Artworks and Image submission, Monday 17 April 2023. Photographs should be original or limited edition prints. The display of work is at the sole discretion of the Organisers and the Organisers reserve the right to not display all or any work submitted by the Artist.
- Number of Entries/Space Restrictions:** The Curator reserves the right to reject submissions that do not meet the quantity/size restrictions. Should artists wish to display larger and/or a greater number of artworks, they will need to make prior arrangements with the Curator. It may not be possible to display all pieces simultaneously – the Curator reserves the right to remove sold work to enable the display of unsold work.
  - 2D and Photograph entries are limited to THREE (3) framed paintings/photographs per exhibitor up to 1 square metre each.
  - Entries for 3D Sculpture and Ceramics are limited to THREE (3) with the exception of groups of smaller works approved by the Curator.
  - Artists with entries for 3D must communicate any specific display requirements to their nominated Curator.
  - Jewellery can accommodate both small and large collections. Please contact your Curator to discuss options directly.
- Submission of Artworks – Inventory/Images:** Submission is via the ArtGalleria website (BGS Art Show) using the link provided with your invitation. Artists must submit the inventory form including images for the Online Catalogue by Monday 17 April 2023.

**Jewellery** – Not all images of jewellery will appear in the catalogue. Please provide up to 5 images that showcase your unique style, in the image format below, as samples of your work for the Online Catalogue, jewellery poster and other promotional activities.

The images must be submitted in the following format:

- Image sent ONLY as a JPEG, and no larger than **1 MB**
- Measurements in centimetres
- Image File Name – name the image in this way:

**2D and Photography:** NameTitleMediumSizePrice – no spacing.

**3D:** NameTitleMediumPrice – no spacing

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CRICOS Number 00489C

**Jewellery:** JNameTypeMediumprice – no spacing (all items should start with J for jewellery)

Those images not submitted in the correct format by the due date will not be included in the Online Catalogue. The Curator reserves the right to reject works submitted that do not match the Online Catalogue images.

5. **Acceptable Works:** At the time of delivery all paintings must be ready to hang with appropriate strength wire/cord attached to D hooks. Wet paintings will not be accepted. Large/Heavy 2D items **MUST** be ready to hang with **appropriate fixings for weight/size. The submission of heavy or oversized items will be at the discretion of the Curator, but the hanging of such items will be the responsibility of the Artist. (Please contact your Curator to arrange.)**
6. **Labelling Works:** All 2D, photography and 3D work must be clearly labelled on the back of the painting or 'underside' of 3D with Artist's Name, Title, Medium, Size (2D and photography only) and Price.

For Jewellery, each individual jewellery item must be securely tagged with the Catalogue Reference number and price. The style of tag is at your discretion.

Please refer the Catalogue Reference that is assigned within ArtGalleria when you have confirmed the jewellery piece for inclusion. Please contact your Curator if there is any confusion regarding this code. The Catalogue Reference has the following format: [Year]-[3 Letters of last name 1 letter of first name]-[Item No] eg. 23-BLOJ-0001

7. **Delivery of artwork:**
  - **2D** artwork (paintings/photography/drawings) are to be delivered to Centenary Hall at BGS on Friday 28 April 2023 between 10.00am and 12.00pm (*unless otherwise advised by the organisers*).
  - **3D** artworks (sculpture/ceramics) are to be delivered to Centenary Hall at BGS on Saturday 29 April 2023 between 10.00am and 12.00pm (*unless otherwise advised by the organisers*).
  - **Jewellery** is to be delivered to the foyer of Centenary Hall on Thursday 4 May 2023 between 9.00am and 2.00pm, or by appointment with the Curator.
  - Any wrapping material must be removed from the items and taken from the premises by the Artist.
  - Late deliveries may be refused entry to the show if hanging has been completed or Curators are unable to find a suitable location for the work.
  - Interstate and remote entries may have their work delivered by courier to the Art Department by prior arrangement on Tuesday 2 May 2023 between 9.00am and 2.00pm, and unsold works collected by couriers on Monday 8 May 2023 between 10.00am and 12.00pm.
8. **Loss or Damage:** All care will be taken with the works entered in the Show but the Organisers will accept no liability for loss or damage of works in the Show whilst on school grounds or in transit. Insurance is the responsibility of the Artist at all times. All expenses and risks in connection with forwarding, packing, repacking and returning of entries will be borne by the Artist.
9. **Commission and Pricing:** The Organisers will deduct twenty-five percent (25%) commission from the Gross Sale Price (exclusive of GST) of any items sold in all Categories. Prices should include commission as well as GST if applicable. The Organisers are not registered for GST. Payment of the GST to the ATO is the sole responsibility of the exhibitor. Items for sale will not be accepted without either the exhibitor's ABN or a completed ATO 'Statement by a Supplier' form.

10. **Publicity:** The Organisers reserve the right to have entries reproduced in the Press or shown on Television or on the Brisbane Grammar School website, Brisbane Grammar School Facebook and/or Instagram pages.
11. **Reproduction for educational purposes:** The Organisers reserve the right to reproduce artworks for educational purposes at Brisbane Grammar School.
12. **Collection of unsold entries:** No entries may be removed prior to the conclusion of the exhibition (*excluding jewellery – selected high-value items may be removed with prior arrangement with the Jewellery Curators*)
  - Unsold items must be collected between 9.00am and 11.00am Sunday 7 May 2023. The Artist will be responsible for the provision of materials and wrapping of their art on collection.
  - The Artist is responsible for organising the collection of their work by a third party/courier if they are unable to collect it in person. The committee will not be held responsible for returning work to the Artist.
13. **Payment for items sold:** payment for items sold (less commission of the Gross Sale Price exclusive of GST) will be finalised within 30 days of the closure of the Art Show.
14. **Tax invoice:** As a professional Artist who is registered for GST, you may be required to supply your customer with a tax invoice within 30 days of the closure of the Art Show.