**Square Foot Show 2024 Guidelines**

**Exhibition & Sale: November 27 - December 30, 2024 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# Artwork Qualifications and Specifications

* **Artworks on CANVAS or PANEL must be a minimum of 3/4” deep. For artworks that are FRAMED, the frame must be a minimum of 1/2” deep. Maximum depth is 5”. Artworks must be 12 x 12” OUTSIDE DIMENSION.** For FLAT(on paper), FRAMED artwork the ARTWORK itself must be a minimum of 8 x 8” and the artwork must be SQUARE. **Artworks must be 12 x 12” OUTSIDE DIMENSION.** Artworks that make creative use of the entirety of the square foot area (eg. a diorama in a shadow box) are considered square.
* **AGAIN THIS YEAR**: Artwork must be ready to hang on the wall. All artworks MUST have a SAWTOOTH HANGER. Step by step directions for HOW TO INSTALL A SAWTOOTH HANGER on a wooden frame or a metal frame will follow in a separate email. A wire on the back is still recommended together with the sawtooth hanger. If you need a sawtooth hanger, you can pick one up at Westland Gallery.
* **NO** digital artwork (drawings, paintings, digital manipulations created on a computer or tablet).
* Photography will not be accepted unless printed on archival paper (minimum image size 8 x 8”) and professionally framed following the guidelines above. No photography printed on canvas, metal, wood, etc. Artwork must be durable and archival; adhesives must not loosen during exhibition.
* Artwork may not have been shown in previous Square Foot Shows in Ontario.

**Exhibition Rules and Guidelines**

* There is a **$35 non-refundable entry fee** (HST included) per artist. **AGAIN THIS YEAR**:you may submit a maximum of **2 pieces**. This is not a juried exhibition; we accept as much artwork as space allows.Must be 16 years of age or older.
* Artworks **may not be accepted** after the application deadline of Nov. 2nd at 11.59pm.
* Artworks must be for sale and must be priced and sold individually. Pricing must be reasonable according to market value. The **minimum retail price is $150.** Artists determine retail price. Commission paid on all sold artwork is 50% of the retail price
* Artworks are represented by and for sale exclusively through Westland Gallery for the duration of the show**. Sales acquired by exposure at Westland Gallery** and through advertisement of the exhibition, by gallery or artist, are subject to 50% commission.
* By participating in the exhibition, you agree to license the copyright of images of your submitted artworks to Westland Gallery for the purpose of promotion, exhibition, and publication.
* **Artists are responsible for delivery and pick up of their work at the SCHEDULED TIMES.** There is a $15 packaging fee + individual shipping costs for the gallery to return your artwork to you by mail. Artwork will be shipped with a signature and insurance. Artwork left at the gallerytwo weeks after the designated pick-up dates becomes the property of Westland Gallery to dispose of at its discretion.
* Artwork will not be considered if a digital image is not included with the application. The images for each submitted work must be an accurate representation of the artwork to be exhibited.
* **Installation and curatorial decisions fall to Westland Gallery.** We cannot guarantee where artwork will be hung, nor guarantee your pieces will be hung in series. Sold artwork may no longer be displayed.
* In case of unforeseen circumstances exhibition dates may vary.

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# Checklist

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| ❒ | **APPLICATION DUE DATE Saturday, November 2nd at 11:59 pm**  Full application, including artwork information, entry fee ($35 HST included), high quality digital images and artist statement are due by November 2nd via our **online portal**. If you are unable to use the online portal, please call the gallery and make an appointment to apply in person. You will need to bring a USB drive with your artwork images on it and a valid credit card. |
| ❒ | **DROP OFF DAYS BY APPOINTMENT Friday, November 22nd *AND***  **Saturday, November 23rd** A link will be provided prior to Drop Off Days to **book your appointment time.** Artwork that is shipped must arrive by the end of the day on November 23, 2024**.** All artworks will be **accepted** unless notified by Westland Gallery that they have not been accepted.  **ARTWORK REQUIREMENTS for Drop off or shipping:**   * **Your name, title of the artwork and medium MUST** be written on the back of each work prior to arriving at the gallery.. * **All artwork must be dry, set, cured or fixed** before packaging to avoid damage or smudging. * **Your artwork must have a saw tooth hanger and/or wire or hanging system**. If artwork requires special hardware, tape a zip-lock bag containing hardware, and instructions to the back of your piece. |
| ❒ | **PICK UP DAYS BY APPOINTMENT:**  **Wednesday, January 2nd, 2025**  A link will be provided prior to Pick Up Days to **book your appointment time**.  Please wait for an email from Westland Gallery. |

**Add these dates to your calendar and put the list on your fridge!**

**Application Due Date** Saturday, November 2nd at 11:59 pm

**Artwork Drop-off Date #1** Friday, November 22nd by appointment

**Artwork Drop Off Date #2** Saturday, November 23rd by appointment.

**Exhibition & Sale Dates** Wednesday, November 27nd – Saturday, December 30th

**Artwork Pick-up Date** Friday, January 3, 2025 by appointment

***UNSOLD ARTWORK MUST BE PICKED UP DURING THE SCHEDULED TIME!***