



EXHIBITION GUIDELINES

The Sooke Fine Arts Society welcomes your involvement in this year's Sooke Fine Arts Show and offers the following benefits to artists accepted into the Show:

- **Resumé Enhancement:** The Sooke Fine Arts Show (SFAS) is the premier juried art show on Vancouver Island, and its reputation for excellence enhances your art resumé.
- **Catalogue Listing:** Your name, phone and email contacts, or website appear in the Show catalogue, which is viewed by 8000+ show guests.
- **Award Winner Recognition:** Award-winning artists receive cash prizes. Recognized artwork is identified in the Show Gallery, featured in the Show Catalogue and on the SFAS website.
- **Supplementary Sales:** Accepted artists are invited to sell art cards and additional artwork priced up to \$150 in the Gallery Gift Shop. Having additional pieces available to patrons is an excellent way to boost exposure and sales.
- **Increased Visibility:** Artist Bio Books containing 1-page biographies of artists exhibiting in the Show are placed throughout the Gallery for reference.
- **Show Publicity:** Print and digital Sooke Fine Arts Show posters are available for sharing with your clients, friends, family and others. We appreciate help in spreading the word!
- **Art Sales:** 72% of exhibiting artists received sales income in 2017, whether through the main gallery or the gift shop.

IMPORTANT DATES FOR EXHIBITING ARTISTS

Exhibition Fees Deadline July 14

Delivery of Accepted Artwork

By valid **Courier** Only on July 12 & 13, 9:30am - 4:30pm

In **Person** *July 13, 3:00pm - 6:00pm

July 14, 9:30am - 4:30pm

Biography Deadline

July 14, 4:30 pm

Show Dates

Purchasers' Preview Thursday, July 26, 7-10 pm

Artist Celebration Saturday, July 28, 7-10 pm

Public Show and Sale July 27 — August 6, from 10 am daily

After the Show

Pickup of unsold work Tuesday, August 7, 3-8 pm

Artist disbursements Friday, August 17 (cheques mailed)

*** July 13 allows a limited intake only for artists in dire straits and unable to deliver art on July 14, or unable to have it delivered by a friend. It is recommended that artists taking advantage of this short intake window consider that the queue will be stopped at 5:30 pm so that all processing is complete by 6 pm. No exceptions will be made.**

FEES

Exhibition Fees: Exhibitions fees are \$40 per accepted piece, which is due by July 14. Fees are payable by any of: online (PayPal) at www.sookefinearts.com; in person during artwork drop-off; in person at the SFAS office prior to July 14; or by mail allowing for delivery before July 14. Receipts are available upon request.

Mailing Address:

Sooke Fine Arts Society, PO Box 471, Sooke, BC, V9Z 1H4

Physical Address:

Sooke Fine Arts Society, c/o SEAPARC, 2168 Phillips Rd, Sooke, BC

Failure to pay exhibition fees will result in ineligibility to submit to future shows until the outstanding fees are received.

Commission Fees: The Society receives a 25% commission on sales of artwork accepted into the Show. A 30% commission is charged on items sold in the Gallery Gift Shop. If you have artwork in the Show and sell that artwork within 60 days of the end of the Show to a purchaser who was introduced to it during the Show, it is understood that the artist will submit 25% sales commission to the Sooke Fine Arts Society, which is a non-profit charitable organization. Integrity is requested.

AWARDS

Awards are presented at the Artists Celebration held 7 – 10pm on Saturday, July 28. (Notification of People's Choice, Children's Choice and Youth Art Gallery award winners will be announced mid-August.)

8 Awards of Excellence	\$1000 each
3 Juror's Choice Awards	\$500 each
Design Committee Choice Award	\$500
Jan Johnson Memorial Award for Social Commentary	\$500
District of Sooke Award	\$500
People's Choice	\$500
Children's Choice	\$250
Youth Art Gallery (People's Choice)	Art Prize TBD
5 Honourable Mention Awards	\$100 each

BEFORE YOU DELIVER YOUR ARTWORK

Ensure that your artwork adheres to the following requirements:

- *Each piece must be completely finished, fully cured, and ready for immediate installation/display.*
- *Exposed sides of unframed canvases must be finished, either painted or taped.*
- *Frames for artwork must be tasteful, clean and of a professional calibre.*
- *Framing mats should be clean and professionally cut. If you sign and/or number the mat, also make sure to sign and/or number the back of the piece.*
- *Spacers should be used for pieces in the following mediums: graphite; pastel; conte crayon; chalk; and charcoal.*

- Each 2D piece must be wired securely and appropriately, using D-rings with screws and wire of suitable gauge. Sawtooth hangers or V-clips are not acceptable. (See pages 6 & 7 for illustrations of acceptable hardware and recommended procedure).
- Write out and submit any special installation/display instructions for your artwork (to be used at the discretion of the Design Team).
- Prepare six (6) copies of your 1-page biography for inclusion in the Artist Bio Books, which will be on display during the show (See Biographies below).
- If a courier will be delivering your artwork, it is the artist's responsibility to make arrangements for courier delivery and payment.

DROP OFF AND DELIVERY OF ARTWORK

Location:	SEAPARC Leisure Complex, 2168 Phillips Road, Sooke (First right @ traffic light entering Sooke westbound, after the bridge).
By Valid Courier:	July 12 & 13, 9:30 am - 4:30 pm only
In Person:	*July 13, 3:00 pm - 6:00 pm; or July 14, 9:30 am - 4:30 pm only

*** July 13 allows a limited intake only for artists in dire straits and unable to deliver art on July 14, or unable to have it delivered by a friend. It is recommended that artists taking advantage of this short intake window consider that the queue will be stopped at 5:30 pm so that all processing is complete by 6 pm. No exceptions will be made. Thank you.**

What to expect on Delivery Day:

- Pre-printed ID information will be attached to your work as it arrives.
- Each piece of art will be checked to ensure it is ready for exhibition. Scratches, cracks, etc., will be noted, and 2D pieces will be examined for appropriate wiring. The triage team reserves the right to request that inappropriate hardware be fixed or replaced before the piece(s) are accepted. Should the hardware still not meet Show standards, the piece(s) may be rejected. No refund of entry fees will be granted for rejected artwork.
- Trained porters will be on hand to move your art safely into the gallery and ensure that your written installation/display instructions (if required) accompany your piece. Artwork will be stored in a secure area.
- A receipt table will be in place to allow payment of exhibition fees if not paid already.
- You will also be able to:
 - * sign up for demonstrations and/or talks during the Show (see Artist Demos/Talks below).
 - * deliver inventory to the Gallery Gift Shop; and
 - * pick up the envelope which contains: your artist badge (required for entry into the show & the Artist Celebration Evening), your guest ticket to the Artist Celebration event, and your unique artwork receipts. **Important to Remember!**
Note: Couriered art pieces will not allow for pickup of this important envelope.

PLEASE NOTE: If, during the adjudication process, jurors deem work that has been chosen is either not true to the images originally submitted for adjudication, or not in keeping with show standards, the artist would be contacted so that the matter can be addressed. The piece(s) in question may be rejected and returned to the artist at the artist's expense. No refunds will be made for rejected artwork.

GALLERY GIFT SHOP SALES

Artists exhibiting in the show are invited and encouraged to sell additional artwork in the Gallery Gift Shop. Items may be priced up to \$150, and can include original works, prints, giclées (of artwork **not** in the show), books and art cards. The gift shop accounts for 40% of all show art sales, offering an excellent opportunity for artists to increase their exposure and sales. Visit our website at www.sookefinearts.com/gallery-shop/ for more information.

ARTIST DEMONSTRATION AND ARTIST TALKS

Artists whose work is accepted into the Show are invited to share their ideas, skills, and techniques with the visiting public through live demonstrations and audio-visual presentations. These are a great way to engage and educate the public and to make connections with potential clients. SFAS provides a \$50 honorarium to artists selected to participate (per 1hr block).

Signing up to give a demonstration or talk is easy. You can do it when you drop off your art, or earlier by emailing SFAS at sfas@sookefinearts.com . [CLICK HERE FOR AGREEMENT FORM](#)

Artist Demonstrations take place every day throughout the Show. They allow visitors to meet artists, ask questions, and witness, firsthand, their tools and processes. Artist Participants demonstrate a range of mediums, from traditional to experimental, and are encouraged to interact with visitors of all ages. Demonstration spaces include lighting, power, table and a chair.

Artist Talks, held on the main stage are scheduled during the show, allowing presenting artists to share their artistic journeys, professional histories, and insights with audiences. Participating artists will have access to the stage, a microphone (PA system), podium, digital projector and screen. All talks, including supplemental images/videos, etc. are the responsibility of the artists to prepare and must be ready to present at the designated time. SFAS does not convert files, or otherwise assist with presentations/preparations.

BIOGRAPHIES

By **July 20**, accepted artists are asked to provide six copies of a 1-page biography on 8½" x 11" paper (both sides may be used). SFAS includes these in the Artist Bio Books, located throughout the Gallery for use by visitors and prospective purchasers. Art patrons like to make a personal connection with art making biographies an excellent marketing tool, and allow artists to convey more information about themselves and their work.

Please use a 12-point or larger font in your biography text and include:

- Your name at the top of the page with studio name, contact information and website info

Other suggested information:

- Your Art education/experience, medium and a brief description of your creative process
- Photos of your work
- (Biographies will not be returned to artists at the end of the show.)

Biography Delivery Options:

- **Mail them to:**
Sooke Fine Art Society
PO Box 471
Sooke, BC V9Z 1H4
- **Drop off** at the Front desk of SEAPARC Leisure Complex, 2168 Phillips Road, Sooke between 9 am & 5 pm
- **Send digital copies** to the local Sooke Fax & Copy Centre, to arrange for print and delivery:
Sooke Fax & Copy Centre
Phone 250-642-3231
info@sookecopycentre.com
- **Deliver with your artwork** during Art Intake

AFTER THE SHOW

Pickup of unsold artwork: Tuesday August 7, 3 - 8 pm

Location: SEAPARC Leisure Complex , 2168 Phillips Road, Sooke, BC.

PLEASE NOTE:

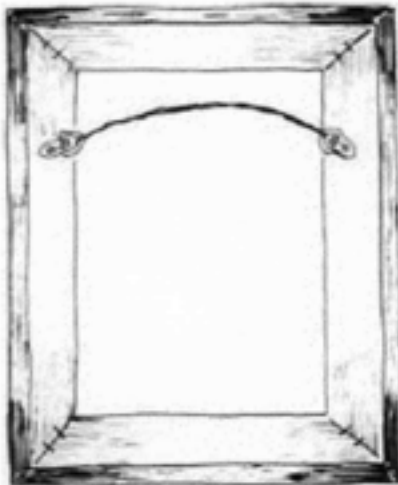
- If someone will be picking up an Artist's work on their behalf please notify SFAS with the name of the proxy pickup and provide artwork receipt(s) to the proxy.
- Artwork not picked up, **without notification** to SFAS by the close of August 7, will be considered a donation for fund-raising purposes.
- Artwork not picked up by the close of August 7, **through prior arrangement**, is subject to a storage fee of \$10/day.
- Courier arrangements (including pre-payment) are the artist's responsibility. Please advise the SFAS office at sfas@sookefinearts.com or (250) 642-7256 if you making arrangements for courier pick-up of artwork. **SFAS is not able to package art or provide packaging materials.**

HARDWARE FOR HANGING ARTWORK

Kelly M. Fiske and illustrated by Karen Trush.
The Exhibition Alliance



Back of frame with "D"-rings attached for hanging directly (without wire)



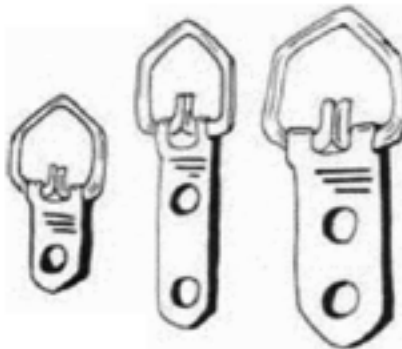
Back of frames with "D"-rings and wire attached

Choosing and Installing the Hardware

Hangi artwork is an essential part of most gallery installations. To ensure that the work does not fall to the floor, three elements are crucial: appropriate hanging hardware, picture wire of adequate strength, and hangers or hooks that are strong and securely attached to the wall. To err on any one of these negates all other efforts to install the work safely. No matter how carefully you have chosen the wire and hanging hardware, a painting hung from a single finishing nail is not going to stay on the wall—at least not for long.

For most framed artwork, two metal "D"-rings should be attached with screws to the reverse of the frame, one at each side, about a quarter of the frame's height from the top of the frame. Metal frames usually have "D"-rings or similar hardware already in place. The work can then be hung directly from two wall hooks, two picture hangers, or two nails. Careful measuring is needed to place the hangers and ensure a level result, but this method keeps all the stress on the frame parallel and provides support at two points. Because it is time consuming, this method is usually reserved for permanent installations; oversize works, or unframed paintings.

A more expedient method is to hang the work using wire in combinations with the "D"-rings. The two metal "D"-rings are attached on the reverse of the frame as described above, but oriented horizontally. A length of wire is threaded through the two rings, and the wire is securely knotted around each ring. The framed work is then hung by placing the wire over two hooks or nails driven securely into the wall.



"D" rings



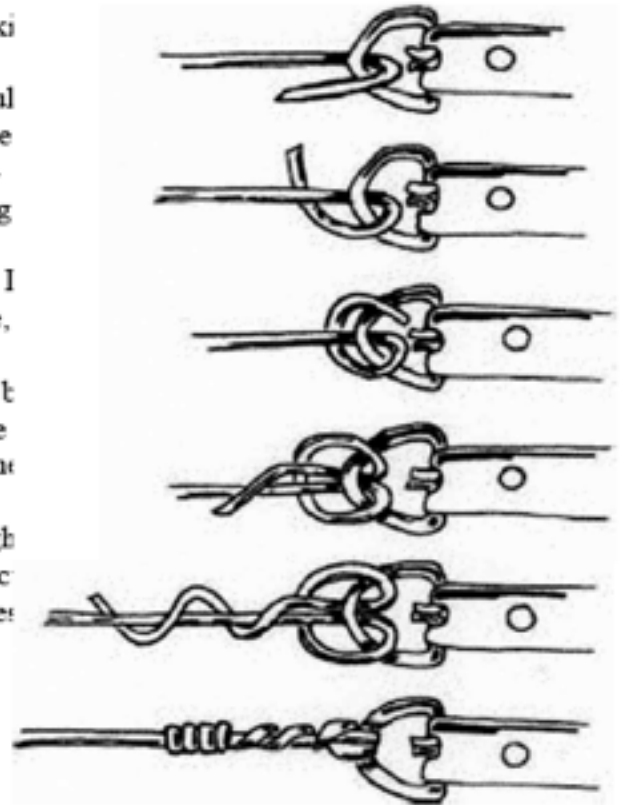
Never use screw eyes

ILLUSTRATIONS OF ACCEPTABLE HARDWARE AND RECOMMENDED PROCEDURE (CONT'D)

"D"-ring hangers are available in a variety of sizes, making them appropriate for most framed works. Screw eyes should never be used since they tend to loosen from the frame and pull free. They also pose a hazard when artwork is stacked because as projections, they can scratch or puncture other works. "D"-ring hangers lie flat during display and during storage, making them less hazardous as well as more secure.

Hardware should be attached while the frame is empty. If hardware must be attached when there is artwork in the frame, carefully measure the thickness of the frame and note the location of the artwork in relation to where the hardware will be attached. To avoid damaging the artwork or the frame, choose screws which are considerably shorter than the frame or strain and proceed with caution.

Before attaching a wire to the "D"-rings, carefully weigh the framed pieces. Once you have determined its weight, select braided steel wire that is designed to support at least four times that weight. Braided steel does not fray or split as easily as twisted wire, and "under loading" the wire is a good safety measure. If the strength (often expressed as "lb. test" or "breaking strength") is not indicated on the spool, the manufacturer should be able to provide that information.



Top to Bottom:
Recommended method for knotting wire
around "D"-ring

Carefully knot the wire around the "D"-rings so that it cannot slip, and tightly wind the loose ends around the main strand to keep them from unraveling and to prevent them from scratching or puncturing other works. The ends can also be taped as an additional precaution. The Gallery Association uses a knot similar to a "fisherman's bend" which is easy to tie and very secure.