

APPLICATION TO BE FEATURED AS ARTIST OF THE MONTH

TO APPLY please complete the front page of this form and return it to Bribie Island Community Arts Centre. Please include a photo of yourself and a sample of the type of work you will be presenting (3 photos (jpeg) – each 1mb max.). You will be contacted by the AOM Coordinator to discuss and supply any further information.
ONCE APPROVED, the AOM Coordinator will make further arrangements with you, including available month of exhibition.

DETAILS	Are you a BICAS Member YES NO (please circle)	If Yes, Member No:
	If a non-member please provide your bank details for any AoM sales payment to be processed	
	ACCOUNT NAME:	BSB: ACCOUNT NO:
	ABN:	Registered for GST: YES NO (please circle)
Name:		
Address:		
Mobile phone:		
Email:		
Facebook page:		
Website:		
Date of Application:		
The Medium used and description of art form:		
Please read and sign the following Agreement:		
I have read the Description of our Featured Artist of the Month Program (<i>see over</i>) and agree to the Conditions as stated.		
YES I give permission for photos to be taken and used.		
YES I understand if any pieces sell while on display there will be a commission of 28% payable to Bribie Island Community Arts Society.		
YES I understand that BICAS does not take responsibility for loss or damage of works, and that insurance of work is the artist's responsibility.		
Signed: _____		Date: _____
Print Name: _____		
An admin fee of *\$88 for BICAS members and \$110 for Non-Members will be charged for Artist of the Month participants, to be paid at least <u>6 weeks</u> before exhibition. An <u>invoice</u> will be sent. Prices include 10% GST. (* <i>May be subjected to cancellation fee</i>). Price includes a Meet the Artist talk and morning tea event for a total of 20 participants.		
Payment Options Available: Please tick your method of payment		
PAY AT FRONT DESK <input type="checkbox"/> OR		
ONLINE at our website: http://www.bribieartscentre.com.au <input type="checkbox"/> OR		
DIRECT BANK TRANSFER Bribie Island Community Arts Society Inc. BSB: 084 745 ACC: 155 431 921		
Reference: SURNAME, INITIAL, AOM <input type="checkbox"/>		

USUALLY - ON THE LAST OR FIRST DAY OF THE MONTH:

Artist/s **take down** their work at 12pm, and the new Artist/s **hangs / displays** their work at **1pm** (same day if possible).

Checklist: Please keep this page for your reference

Bribie Community Arts Centre will:

1. Provide 5.45m x 2.65m of total hanging space complete with a hanging system.
(Should you have 3D work, we will negotiate a display area with the Display committee, with shelves/plinths etc.)
2. Provide barcoding, posters and wall labels.
3. Provide space and organisation for the artist talk and free morning tea. This is part of the agreement. It is usually held from 10.30am on the SECOND Friday of the month as an opportunity for you to market and showcase your artworks and yourself, and as an educational and inspirational time for all.
4. Advertise in local press, on social media and BICAS newsletter. You will be asked to provide suitable text and images for this.
5. Charge a 28% commission on any works sold during the month while on display.

The Approved Artist of the Month will:

1. **4 weeks PRIOR to exhibition:** Provide details and photos for advertising and editorial use. Please include: Photo of yourself, didactic (2 paragraphs), & 3 photos (jpeg) – each 1mb max. Email to: grimseygayle@gmail.com
2. **At least 2 weeks PRIOR:** Fill in and return the Purple Stock List - from front desk, providing a list of all works: artist name, artwork name, medium, selling price (including commission) for Gallery signs to be made, & works barcoded and labelled.
3. **Hanging of exhibition:** Bring in all pieces ready to hang/display (can assist if needed). Use D-hooks and framing wire (with ends covered) or cord. D-hooks to be placed one third of the way from the top. (**Do not use** single strand brass wire, staples wool or fishing line). Weight must not exceed 10kg.
4. **Clearly label all pieces** on the back bottom left with artist name, title, medium & selling price.
5. **Advise the Centre ASAP of names of people coming to your morning tea** (for set-up & catering purposes) maximum 20 people. This is also open to the general public.
6. **Last day of the month:** Collect & sign out all artwork.

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Payment Options Available: Please tick your method of payment

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Reference: SURNAME, INITIAL, AOM

HAND DELIVER front page only TO:

Gayle Grimsey, AOM Co-ordinator - at the front desk of the

Bribie Island Community Arts Centre, 191 Sunderland Drive, Banksia Beach 4507 OR

Email: grimseygayle@gmail.com OR

COMPLETE ONLINE at our website: <http://www.bribieartscentre.com.au>