



**BRIBIE ISLAND COMMUNITY ARTS SOCIETY INC.**  
**Application for the Display and Sale of Work on a**  
**Commission basis by Financial Members**  
 Email: [artists@bribieartscentre.com.au](mailto:artists@bribieartscentre.com.au)

Please ✓ category to be displayed for sale:

Paintings	<input type="checkbox"/>	Jewellery	<input type="checkbox"/>	Cards	<input type="checkbox"/>
Craft Display	<input type="checkbox"/>	Seasoned Gallery	<input type="checkbox"/>	Books	<input type="checkbox"/>

**CODE:**  
 \_\_\_\_\_

<b>FULL NAME</b>			<b>Preferred:</b>
<b>ADDRESS</b>			
<b>SUBURB:</b>		<b>POSTCODE:</b>	
<b>PHONE:</b>	<b>MOBILE:</b>	<b>EMAIL:</b>	
<i>If Payment is made by Direct Credit. Please provide bank details:</i>			
<b>ACCOUNT NAME:</b>	<b>BSB:</b>	<b>ACCOUNT No:</b>	
<b>ABN:</b>	Registered for GST:	<b>YES</b>	<b>NO</b>

**Delivery of works in the afternoons only**

I wish to present work for display and sale on a commission basis by the Bribie Island Community Arts Society Inc. I agree to abide by the decision of the Selection Committee and **I understand that all reasonable care will be taken with my work, but no responsibility will be accepted for loss or damage whilst in the care of the Society.**

I understand that my artwork is not covered by the Society's insurance and that insurance is solely my responsibility. Commission on sales is currently 28% (subject to change with notification). Payments to artists for work sold will occur on the Friday after the last day of the month.

Unfinancial members' works will be removed from display after their membership lapses.

Acceptance Criteria is reviewed and may change from time to time. Please keep up to date with current criteria. An Artist Profile is to be provided (no more than an A4 sheet).

**ACCEPTANCE POLICY: Works will NOT be displayed if following rules are not met**

**PAINTINGS & 2D**

- Up to two (2) works may be presented for selection each quarter. **No larger than 1.22m in any direction. Every effort will be made to hang both works, however if space is limited then only one will be hung.**
- Must be own original work**, not copies, or reproduction of other artists works or photographs, lessons or works from workshops, and must have been **completed in the last 24 months.**
- Copyright Laws** require us to stipulate that any works done from photos should be from the artist's photos over which the artist would have copyright. **Please email original JPEG photo showing metadata with entry form.**
- All work is to be listed on the stock list provided by the Society and signed out by the Artist on removal. The Artist is responsible for listing items and completing/signing out works removed.
- All works must be ready for display/hang. **Use D hooks and tight 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 10 kg.
- Each work must be **clearly labelled at the back bottom left** of painting with Artist's name, Title of Work, Medium, and Selling Price, which must match the stock list provided.
- Work will be exhibited at the discretion of the Hanging Committee. The Co Ordinator reserves the right to reject unsuitably prepared works including wet, dangerous or delicate works and to not hang work deemed, by the committee, to be damaged, dirty or unsuitable.
- Label cards will be printed and hung with all paintings: **PAPERWORK MUST** be in no later than **8 working days PRIOR to Changeover**. This allows enough time for relevant bar coding and labels to take place for your work/s.
- Delivery of Artwork MUST** be prior to Changeover Day. If this is unsuitable, only then by special arrangement.
- Paintings must not be re- submitted for hanging within 18 months of Changeover period.**
- Work is to be collected as soon as possible **after Changeover** and removed from the Centre within three (3) months.
- After six (6) months uncollected works will become the property of BICAS and may be offered for sale.
- No work may be removed prior to the end of the Hanging Period unless sold by the Centre or by prior arrangement.**
- All visible signs, advertising or self-promotion containing contact details and business name are **NOT PERMITTED** on works, front or back.
- While artworks are on display at the Centre they must be removed from online sales sites.



**CRAFTWORK & 3D**

1. Any new type of work must be presented to selection committee for approval.
2. **Submitted items must have a high degree of original work and have been completed within the last 24 months.**
3. The display period for work is 4 months.
4. Due to display limitations, **the number of original, handmade jewellery items accepted for display is 15. Jewellery items must have a high degree of handmade elements resulting in a highly professional product.**
5. **Cards:** Due to display limitations, an artist can supply up to 25 cards, and up to 10 will be displayed at any one time.
6. All work will be displayed and removed from display only by the Display Committee.
7. You must affix a-sticker or swing tag with Artist Code or artist name, description and price on each item/article.
8. Max size tag with Artist Details is 4.5cm x 5.5cm. All visible signs, advertising or self-promotion containing contact details and business name are **NOT PERMITTED** on works, front or back.
9. After the four (4) months display period, work will be removed to the stock room for collection.
10. Work should be collected as soon as possible and signed for as taken on the Artist's stock sheets.
11. After six (6) months uncollected works will become the property of BICAS and may be offered for sale.
12. **Work must not be re-submitted** for display within eighteen (18) months of removal.
13. Any artworks which require the use of 240V electricity, e.g., lamps, must be tested and tagged before being brought in for display.
14. An artist who wishes to display artwork which features anything to do with parts of native flora and fauna must have contacted the Queensland Department of Environment and Heritage before entering the artwork for display at the Bribie Island Community Arts Centre.

**PLEASE NOTE: SPACE LIMITATIONS WILL DICTATE WHEN CRAFTWORKS WILL BE DISPLAYED**

- ❖ Maximum of **50 pieces** of **3D Craftwork** in total for each exhibitor may be left at the Centre for display.
- ❖ The number of pieces displayed is solely at the discretion of the Hanging / Display Committee.
- ❖ Maximum number is **FIVE (5) Wall Hanging Craftworks** on display (due to space limitations).
- ❖ All works must be ready to display/hang. **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 10 kg.

**POLICY REGARDING DECEASED ARTISTS' WORK:**

1. Works on display at the Arts Centre or awaiting display are able to continue to be displayed for the term of the membership.
2. A designated family member approved by the Estate is able to continue bringing the artists' work until such time as the artists' membership expires.
3. Once the artists' membership expires all works currently held by the Arts Centre are due for collection by the designated family member.
4. **Donations of work:** A limited number of donations of work by the deceased member is welcome, subject to the approval of the appropriate display co-ordinator.

I, _____ (please print), have read and fully understand and accept the above terms and conditions and further accept and agree that any photography approved by the Society shall be allowed for advertising, internet, social media, and any other promotional purposes.				
<b>Signature of Artist:</b>	<b>BICAS Co-Ordinator Approval:</b>			
	<b>Paintings</b>	<b>Craft &amp; 3D</b>	<b>Jewellery</b>	<b>Cards</b>
<b>BICAS Member No:</b>	Signed:			
<b>Date:</b>	Date:			

Office Use Only:

Lightspeed	Signed	Date

**191 Sunderland Drive, Banksia Beach**  
**Telephone: 07 3408 9288**  
**Email: [artists@bribieartscentre.com.au](mailto:artists@bribieartscentre.com.au)**  
**Website: [www.bribieartscentre.com.au](http://www.bribieartscentre.com.au)**