

ROTARY CLUB OF HORSHAM EAST ART FAIR

CONDITIONS OF ENTRY



Oct 11th - 15th, 2023

1. There are TWO categories that Artists may enter:

CATEGORY A - cost \$100 - a single artist or group of artists may purchase the use of a bay measuring 7.32m long x 1.83m high (24ft x 6ft). There is no size limit for artworks in this category.

CATEGORY B - cost \$10 per artwork – Artists may enter UP TO two works to be hung in a bay alongside other artists submitting in this category. Works may not be larger than 1.3m x 1.1m.

2. All works must be the original work of the artist/exhibitor, and be suitably framed or mounted for hanging.
3. All artists are to hang their own works, and bear any and all freight charges to and from the Fair.
4. The Rotary Club of Horsham East will ensure the works while they are at the Art Fair, but artists are responsible for their own art while in transit.
5. The Art Fair space will be open on Tuesday 10th of October 12noon – 5pm and also Wednesday 11th from 10am - 11:30am for artists to hang/display their works from. Doors will close on Wednesday 11th at 11:30am for judging. The Art Fair will be officially open to the public from 12noon Wednesday October 11th and open each day Sunday October 15th . All works must have an 'Exhibit Label' with information corresponding to the typed list (see condition 15). Blank exhibit labels are supplied in this document for artists to print themselves.
6. All sales during the Art Fair are to be conducted by the Rotary Club of Horsham East.
7. The Rotary Club of Horsham East takes a 15% commission of all sales. The total amount of sales (minus the 15% commission) will be paid to artists after the Art Fair, within one calendar month.
8. Sold artworks may be taken by the purchaser, after the close of the Art Fair on Sunday 15th at 3pm.
9. Unsold works must be removed by the artist between 3.15pm-4pm on the last day (Sunday) of the Art Fair. Any unsold works not collected may be returned by the Club at the artist's expense.
10. The Rotary Club of Horsham East reserves the right to reproduce any exhibit for publicity purposes in any media, including the club's website & Facebook page.
11. The Rotary Club of Horsham East is the Organiser of the event, and reserves the right to not display any work deemed offensive or otherwise unacceptable.
12. Any artist or group submitting in **CATEGORY A** must supply by email to herc.artfair@gmail.com:
 - Typed list of works (Artwork title, Medium and Prices)
 - Short typed bio (200-250 words)
 - High quality artist/group photo

Any artist or group submitting in **CATEGORY B** must supply by email to herc.artfair@gmail.com:

 - Artwork title, medium & price of artwork being submitted
13. All artwork must be titled. Any artwork not titled will not be included in the Art Fair or the program.
14. All artwork must be available for sale.
15. These details will be used to create a program/catalogue for guests and potential buyers. Failing to supply this information by the required date will result in being excluded from the program.
The Club accepts no responsibility for any defect, error, omission or misdescription in the program.
16. Entry forms can be posted to Rotary Club of Horsham East Art Fair, PO BOX 396, HORSHAM VIC 3402 OR Scanned and emailed to herc.artfair@gmail.com
17. **PAYMENT PREFERENCE** is by direct deposit to Rotary Club of Horsham East
BSB 013-665 A/C 497713822 using GROUP or INDIVIDUAL NAME as the reference, otherwise payment by cheque to Rotary Club of Horsham East can be mailed with Entry Form.

18. ENTRIES CLOSE - September 21st 2023

*Artists/Groups in **CATEGORY A** with multiple artworks must supply an Excel Spreadsheet of artworks (See page 4 for details).
If you have trouble with this, please contact Gary Green at herc.artfair@gmail.com or phone 0428 821 213.

ENTRY FORM - CATEGORY A (\$100 BAY)

Individual/Group Name: _____

Group Contact Person: _____

Designated person as contact point for the whole group.

Phone: _____

Address: _____

Post Code: _____

Email: _____

Only ONE Entry form is required per group. Artists entering as a GROUP must arrange their entry with the Group Contact Person. Only ONE group bio, picture and artwork list is to be sent for the Art Fair program.

TAX NOTE:

CATEGORY A

To avoid paying withholding tax the contact person will need to collect a signed form from each artist clarifying their Tax Registration Status (to be kept on hand during the Fair for presentation to the Club to finalise any sale).

CATEGORY B

To avoid paying withholding tax the Exhibitor will need to provide a signed form clarifying their Tax Registration Status (to be kept on hand during the Fair for presentation to the Club to finalise any sale).

TAX REGISTRATION STATUS

To be provided by Bay Occupant for each Artist Exhibitor making a sale.

The Rotary Club of Horsham East Inc is a service club not registered for GST and we act as your agent for any sale of artworks at the Rotary Club of Horsham East Art Fair.

Under GST legislation Artists are in one of the following categories (please tick one):

- 1. Have ABN & registered for GST (Sale price includes GST)
- 2. Have an ABN but NOT GST registered (Sale price excludes GST)
- 3. Hobby

ENTRY FORM - CATEGORY B (\$10 PER ARTWORK • MAX 2 ARTWORKS)

Artist's Full Name: _____

Phone: _____

Address: _____

Post Code: _____

Email: _____

I will be entering _____ (1 or 2) artworks into the Art Fair in the CATEGORY B section.

Artists entering up to two artworks, less than the maximum allocated size, do so via this form.

EXHIBIT LABEL

BAY NO: _____

WORK NO: _____

Title: _____

Medium: _____

Artist's Name: _____

Price (Inc GST if applicable) \$ _____

Label to be securely affixed to the **FRONT** of exhibit when on display at the Rotary Club of Horsham East Art Fair

EXHIBIT LABEL

BAY NO: _____

WORK NO: _____

Title: _____

Medium: _____

Artist's Name: _____

Price (Inc GST if applicable) \$ _____

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