



Coffs Harbour Arts Council

ENTRY GUIDELINES

Artists are invited to submit a maximum of 3 works of art to the Coffs Coast Art Prize 2024.

- No more than 3 works will be considered per artist. Works conceived as a single piece (such as a diptych or triptych) will be considered a single work for the purpose of entry.
- Works submitted to the exhibition must have been created by the artist since Jan 1st, 2023.
- The maximum AREA of any 2D work is to be no more than 2 square metres in size. Additionally, any 3D work should be no more than 2 cubic metres in size.
- Works that are particularly heavy or that require special installation MUST be discussed with Coffs Harbour Arts Council before they can be accepted for judging.
- All work must be professionally presented. Work will not be pinned/taped to the walls.
- All mediums will be considered for entry.
- Frames must have D rings attached on each side, 7cm down from the top of the frame.
- Works delivered without appropriate framing, D rings or supports will not be accepted.
- Work not accepted for entry will be collected by appointment.
- Unsuccessful artwork entry fees will not be reimbursed.
- The Youth Art Award cut-off is 21 years of age.
- Exhibitors are asked to contribute 3 hours to gallery duties during the exhibition.

HOW TO ENTER

- Entry is by digital file or by high resolution photo / imagery. Photos must show a fair representation of the work, in good light, and must be submitted as jpeg images, 300dpi and 2,100 pixels on the longest edge.
- Artists must submit completed Entry Forms together with up to 3 photos of each entry (showing each work in its entirety, plus details if appropriate) and payment or receipt details on form.
- Photos of each artwork must be saved and tagged with the artist's first and last name and title of the artwork.
- Entries plus payment details can be emailed to coffs.coast.arts.prize@gmail.com or posted to

**Coffs Coast Art Prize
Coffs Harbour Arts Council
P.O. Box 1530,
Coffs Harbour NSW 2450**

- Artists may also pay by cash at any BCU branch into account: -
COFFS HARBOUR ARTS COUNCIL BSB: 533 000 ACC: 100 036 155

COST OF ENTRY

- Entry for Members of Coffs Harbour Arts Council is \$25 per work.
- Entry for non-Members is \$40 per work.
- Membership is available for \$20 per year. Non-Members wishing to take advantage of the Member entry fee may choose to join the Coffs Harbour Arts Council by ticking the relevant box on the Entry Form and paying the Membership fee + the discounted entry fee.

JUDGING

- The exhibition is curated, and entry is no guarantee of display.
- Judges will be announced in pre-exhibition publicity in due course.

ACCEPTANCE NOTIFICATION

Successful entries will be notified via email by 6th November 2024.

IMPORTANT DATES

- Closing date for entries Tuesday 29th October 2024
- Notification of accepted entries by Wednesday 6th November 2024
- Delivery of selected work Sunday 10th November 2024 - 10am to 3pm
- Exhibition Opening Event Friday 15th November 2024
– 6pm for 6.30pm start
- Exhibition dates 15 November - Sunday 8th 2024
- Collection of exhibited work Sunday 8th December 2024 - midday to 4pm

DELIVERY OF WORK

Successful entries must be delivered to Coffs Central, Level 2, 35-61 Harbour Drive, Coffs Harbour on Sunday 10th November 2024 - 10am to 3pm.

COLLECTION OF WORK

- At the end of the exhibition artwork must be collected from Coffs Central, Level 2 on Sunday 8th December 2024 - midday to 4pm at our Pack Down Party!
- Collection of artworks is the sole responsibility of the exhibitor.
- All forward and return freight costs are the responsibility of the exhibitor.
- Coffs Harbour Arts Council will not accept responsibility for storage of uncollected work. If work remains uncollected after 8th December 2024, Coffs Harbour Arts Council will charge artists \$20 per day.
- ***Please note: ALL work will remain in the exhibition until it closes. No sold work will be released to its purchaser during the exhibition and delivery to the purchaser is the responsibility of the artist.***

SALE OF WORK

Artists selected for the exhibition must offer their art pieces for sale and Coffs Harbour Arts Council will retain 30% of the sale price as commission.

COPYRIGHT AND USE RIGHTS

Artists retain full rights to their work. If your work is selected for the exhibition you are deemed to have given CHAC permission to use images of your work for publicity purposes.