



Boutique Terms & Conditions

All works are chosen through a jury process, taking into consideration the juxtaposition of art pieces, theme (if applicable) and the boutique space itself.

All applicants must be present members in good standing with the OSA. The OSA Boutique Coordinator reserves the right to limit the number of works displayed by each Artist and to refuse unsuitable works submitted.

*Artworks being submitted for boutique showings are to be no larger than 400 sq. inches (20x20) including frame, and must not exceed an amount of \$300.00. Entries must be properly labeled, and be **ready for hanging**. **If your work is framed, assure that the framework is stable and secure. Canvasses not requiring a frame must include proper hanging wire.** Any work not meeting these standards will not be displayed.

*Artists must provide an up-to-date C.V. and/or Artist Statement.

*Unused pieces must be picked up at times specified. The OSA will not provide free storage after this date. Failure to pick up may result in a storage fee of \$5.00/week.

*All Boutique Works sold will result in a 30% commission for the Ottawa School of Art. The remaining 70% will be issued by cheque to the Artist at approximately the middle of the following month. Once notified, sold works may be replaced, subject to the approval of the Boutique Manager. Replacement works may be submitted **by appointment only**, (Please, no 'drop-offs').

Please Note: The Ottawa School of Art is not responsible for any losses or damages due to theft, vandalism, or accidental breakage and will not provide monetary or other compensation for such losses or damages. It nonetheless will take every reasonable precaution to prevent such losses or damages. Members are advised that they are participating in this display area at their own risk.

By signing this Contract, I agree to the terms and conditions outlined above.

Artist: _____

Address: _____ **Postal Code:** _____

Phone #: _____

Email: _____ **Number of Works Submitted:** _____

Date Works Returned: _____



Boutique Terms & Conditions **Artwork Submission Form**

List of works (Maximum 4):

1. Title: _____ Medium: _____

Size: _____ Price: \$ _____

2. Title: _____ Medium: _____

Size: _____ Price: \$ _____

3. Title: _____ Medium: _____

Size: _____ Price: \$ _____

4. Title: _____ Medium: _____

Size: _____ Price: \$ _____

I, (print name) _____, have read and understand the information outlined in the "Terms and Conditions" form and I also understand the Ottawa School of Art is not responsible for any losses or damages due to theft, vandalism, or accidental breakage of all of my submitted artwork(s) and will not provide monetary or other compensation for such losses or damages. I understand I am participating in this display area at my own risk.

Artist Signature: _____ Date: _____