



39th Annual Holiday Fundraising Art Sale

ByWard Market Campus: November 23 - December 10, 2023

Opening reception: Thursday November 23, 5 p.m. to 8 p.m.

Submission Criteria:

The Holiday Fundraising Art Sale is open to all active members in good standing with the Ottawa School of Art. This year, the OSA will host a Holiday Fundraising Art Sale at the ByWard Campus only.

Submission Dates:

OSA ByWard Market Campus Lobby:

Friday November 17, 10:00 a.m. to 3:00 p.m.

Saturday November 18, 10:00 a.m. to 3:00 pm.

Submission Fees and Requirements:

- All participants are required to pay a \$10.00 non-refundable submission fee, (cash only), paid upon submission.
- All participants must commit a minimum of three hours, volunteer time for gallery sitting.
- The gallery Sitter provides security for the artworks and offers help with purchases. Please see gallery sitter's information sheet that will be provided in the gallery.

Artwork Requirements:

- All framed and unframed artworks, (canvases included), must be properly wired and ready for installation, upon submission. Artists must make sure their framework is stable, secure, and presentable. **Poorly framed and / or poorly presented artworks will not be accepted for the sale!!!** OSA reserves the right to refuse unsuitable or distasteful artworks.
- All artworks must be signed by the artist and must be submitted with a business card, clearly visible and securely attached to the back of each artwork that includes the artist's name, email address, website address and social media links, (if applicable). A brief artist biography and artist statement printed on a small card format, including the above information is accepted. Artists are also encouraged to securely fix a "Certificate of Authenticity" to the back of each 2D artwork. (Biographies or certificates of authenticity submitted separately from artworks will not be accepted.)
- Guideline for wall installed artworks: Each artist may submit up to 3 artworks. The combined dimensions of the submitted artworks must fit within a 30" x 30" space. Artists will be notified to bring in replacement pieces as their artworks are sold.
- A limited number of pedestals are available for three-dimensional artworks. If any

artworks have special installation requirements, (i.e.: hanging from the ceiling), the artist is required to assist during the gallery installation.

Installation dates: Tuesday November 21 to Wednesday November 22, 9 a.m. to 4 p.m.

- Persons submitting jewelry or smaller artworks must provide their own secure display, a small table, and be available to set their work up on the day of the gallery installation.
- The maximum price per artwork shall not exceed \$500.00.
- All artworks submitted must be for sale. Replacement artworks must also be for sale and close to the same measurements as the sold artwork.
- **PLEASE PRINT LABEL INFORMATION CLEARLY!**
Label information: Artist name, Title of artwork, Medium, size, year completed, and Price, must be printed clearly on the submission form and provided, clearly and securely, on the back of each artwork.
Artists will not be contacted for label clarification. The information provided will be transferred to the final label for the sale.

OSA Requirements:

- All artworks sold will result in a 35% commission for the OSA and a 65% commission to the Artist. Cheques for all work sold during the sale shall be processed within the first two weeks of OSA reopening in January 2024.
- All unsold works must be picked up on the following dates:

Monday December 11, 2023: from 9:00 a.m. to 9:00 p.m.

Tuesday December 12, 2023: from 9:00 a.m. to 9:00 p.m.

Wednesday December 13, 2023: **GALLERY CLOSED**

- Artists must bring their own packaging materials when picking up their works. If an artist is unable to pick up their unsold work(s) at the above dates and times, arrangements must be made to have someone collect them during the above dates and times. OSA cannot store artworks over the holidays. Unclaimed artworks may incur storage fees.

For more information, please contact:

ByWard Market Campus: Cathy Brake, 613-241-7471 ext. 27 or boutique@artottawa.ca