

Dalhousie Art Gallery
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**The 65th Annual Dalhousie University and the University of King's College
Student, Staff, Faculty, and Alumni Exhibition, 7 – 21 December 2018**

ENTRY FORM

The following information will be included on wall labels located next to each work. Applications will not be accepted without this information. Please print clearly in pen or type.

Name: _____

Address: _____

Work: _____ **Home:** _____ **Email:** _____

Please check one of the following:

- Student (program: _____)
- Staff (department: _____)
- Faculty (department: _____)
- Alumni (class of: _____ program: _____)

*Important: Please note that the Gallery can only accept work by those individuals who are presently members of these groups. (Please also indicate if you are a retired Staff or Faculty member.)
Artworks that have been exhibited in a previous SSFA exhibition will not be accepted.*

Title: _____ **Medium:** _____

1. _____

2. _____

3. _____

Have you read the guidelines on the back of this form? Initial here: _____

.....

Name: _____

1. Title: _____ # _____

2. Title: _____ # _____

3. Title: _____ # _____

Please retain this receipt and bring it with you when you pick up your artwork.
You and your friends are invited to the opening reception on **Thursday 6 December, at 4 PM**

Please read the following guidelines and sign below:

1. **The artist's name must be securely attached to each work.**
2. **A maximum of three items may be entered.** However, should display space become limited, we reserve the right not to exhibit all work submitted. Artworks that have been exhibited in a previous SSFA exhibition will not be accepted.
3. **All works must be original.** Photomechanical reproductions or photocopies of works originally conceived and executed in another medium are not acceptable unless part of a completely new work (eg. collage).
4. **All wall works must be ready to hang.** This means each work must be mounted and/or framed with hanging wire and screw eyes, or other appropriate hanging means. Submissions that do not meet this requirement will not be accepted. Please call us if you have any questions about this.
5. **All work must be accompanied by a completed entry form.** Submissions are to be made to the Dalhousie Art Gallery between **1 - 25 November 2018**, during regular Gallery hours: **Tuesday to Friday, 11 am to 5 pm; weekends noon to 5 pm.** Please note that the Gallery is closed on Mondays.
6. You and your friends are invited to the opening reception on **Thursday 6 December, 4-6 pm.**
7. The Gallery cannot accept responsibility for any damage or loss. Every possible precaution will be taken to secure works but there will be no insurance coverage for this exhibition. Jewellery and small objects will be exhibited in secure cases.
8. Students who are enrolled in a full-time program at an institution other than Dalhousie and the University of King's College will not be eligible to make submissions.
9. All entries are to be picked up on the final day of the exhibition (**Friday 21 December**) during regular gallery hours (**11 am to 5 pm**) or between **10 am and 5 pm** from **Wednesday to Friday, 2 – 4 January 2019**. If you are unable to pick up your work during these times, please contact gallery staff to make other arrangements.

I agree to comply with the above guidelines.

Initial here: _____

Thank you for your cooperation.

Please present this slip when picking up your entries. All entries are to be picked up on the final day of the exhibition (**Friday 21 December**) during regular gallery hours (**11 am to 5 pm**) or between **9 am and 5 pm** from **Wednesday to Friday, 2 – 4 January 2019**. If you are unable to pick up your work during these times, please contact gallery staff to make other arrangements.