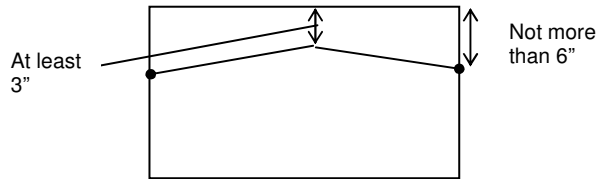


## TERMS OF ENTRY FOR ALL PARTICIPANTS

### *Please read carefully*

1. Art previously exhibited at the Etobicoke Civic Centre Art Gallery will not be accepted.
2. All works must be framed and suitably equipped for hanging on our rod and clamp system. Wall nails are not used. Canvas wrapped stretcher frames are acceptable.
- 3.



Each picture **must** have rings or screw eyes on both sides at the back of the picture, placed not more than 6" down from the top of the frame (so that the picture does not lean out from the wall) and the wire (in its hung position) at least 3" below the top of the frame (so that the clamp will not show).  
When work is very small put eyes 3" down.  
If very large put eyes 1/4 of way down from top.

4. Wet pictures, faulty or poorly wired frames will not be accepted for entry. A sufficient gauge of wire and screw eyes for the weight of the art work must be properly mounted. Single strand wire or wire substitutes will not stand up to the handling required in an art show. Artists are responsible for any damage caused by failed hanging equipment.
5. Works less than 16" x 20" may either be double hung or put in one of the cases.
6. Only original work (that is, no copies of works by other visual artists, whether paintings, photographs, illustrations or classroom works which have been demonstrated on by instructors) may be submitted.
7. The IDENTIFICATION LABEL provided must be affixed to the BACK lower left corner of the work. For Juried Shows, the CATALOGUE LABEL provided must be affixed to the FRONT top left corner of the work.
8. Insurance is provided to protect the art work from vandalism and theft. A value must be given for all works submitted. In the event of a loss, verification of the value of the artwork will be required. All reasonable care will be exercised in handling entries while at the Etobicoke Civic Centre Art Gallery. The gallery is not responsible for accidental breakage of glass or other fragile article damage including frames.
9. The Gallery is in a busy, public hallway. All works that are not oil or acrylic must be protected either by glass, Plexiglas or a coating on the media itself. Encaustic works must be hard or coated.
10. Plexiglas must be used in place of glass if any side dimension exceeds 40". Artists must identify on the front of the art work if Plexiglas has been used.
11. Art shows at the Etobicoke Civic Centre Art Gallery should not be entered unless the art work can be delivered and picked up on the required date and time (or arrangements made with someone else to do so). There is no secure storage and no insurance coverage after the pickup date and time. If however, due to extenuating circumstances, work does get left, it may be picked up by appointment with the *Gallery Administrator, Peter Code 416 394-8628*. All works must be signed out before leaving the premises.
12. Art work must hang in the Gallery until the show is completed.
13. Works must conform to the City of Toronto Workplace Human Rights Policy. The Gallery reserves the right of final decision on suitability of subject matter.