



## 2017 Functional Design Terms and Conditions of Sale and Entry

1. Entry for Exhibition is by Application and Acceptance only.
2. All entries must be the original and unaided work of the entrant whose name appears on the entry form. No copies will be accepted.
3. Applications must be returned **no later than Friday 8<sup>th</sup> of September 2017**. Late applications will not be accepted. Applications are to include: Entry Form, Statement by Supplier, Entry Fee, Profile Picture, Bio and 2-4 Photos of your Artwork. Inventories will be sent after Entry Forms have been received.
4. Entry fee for the Functional Design section is \$12 for up to 15 items / \$30 for 16 - 50 items / \$40 for 50+ items. No refund on entry fees will be given for exhibits not presented.
5. The organisers are permitted to photograph exhibits for the purposes of publicity, unless otherwise stated by the artist in the form of a written objection. All work will be handmade and will be displayed at the discretion of the Art and Design Show Committee.
6. **Delivery:** Work must be delivered to the School on either **Monday 23<sup>rd</sup> October or Tuesday 24<sup>th</sup> October between the hours of 9:30am and 12:00pm**. Please deliver all artwork to the Mt Eliza North Primary School front office, Moseley Drive, Mt Eliza. If you are unable to deliver your work at these times please contact me. **Late deliveries will not be accepted.**
7. **Labelling:** All Artists will be responsible for labelling their own Functional Design pieces. Labels are to be provided by the artists. The labels are to include the price and an individual code for each item that will be issued by the Art Show Committee. These codes will be based on the inventory list provided by the artist prior to delivery of work. **UNLABELLED WORK WILL NOT BE ACCEPTED.**
8. The Functional Design exhibitor shall permit multi-media advertising relating to their entries.
9. **Sales and Commissions:** Sales of \$20 and above attract a 25% commission. Sales less than \$20 will attract a 10% commission. All commissions arising from the Mount Eliza Art and Design Show will be dealt with on an individual basis. Payments covering sales of artwork will be paid to the bank account provided by the artist within 30 days after the close of the exhibition.
10. **Collection:** Unsold artwork must be collected from the Mt Eliza North Primary School Library between **10:00am and 1:00pm on Monday 30<sup>th</sup> October 2017**. If you are unable to collect your items, we are happy to return them to you via **prepaid postage**, supplied by yourself. No responsibility will be taken by the Mount Eliza Art & Design Show Committee or Mt Eliza North Primary School Library for items not collected by the stated pick up time.
11. The Artist agrees to indemnify the Mt Eliza Art and Design Show and hold the organisers harmless in the event of the loss or damage whatsoever to the entered artworks from delivery of the artworks to the show until collection by the Artist. The Mount Eliza Art and Design Show Committee shall exercise all reasonable care in handling the artworks. The Artist shall be responsible for the insurance of works against loss or damage when in custody of the Mount Eliza Art and Design Show Committee or in transit.
12. **Opening VIP Night Tickets:** Exhibitors are invited to our VIP session which starts at 6:30pm and will receive one complimentary entry to the open night. Exhibitor's names will be on the door on open night and are welcome to bring one guest to the VIP session with a purchased ticket. Guests can purchase their ticket via the website [www.mtelizaartshow.com](http://www.mtelizaartshow.com) prior to the event.
13. Any enquiries should be directed to Sarah Davison, Functional Design Coordinator at: [Sarah.Davison@veganapproved.com.au](mailto:Sarah.Davison@veganapproved.com.au)



## 2017 Functional Design Entry Form

*Details to be completed by artist. This entry form is not to be copied or reproduced in any way.*

Business Name: \_\_\_\_\_ Artist's Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Contact Mobile No.: \_\_\_\_\_ Other: \_\_\_\_\_

Total Number of pieces to exhibit: \_\_\_\_\_

Details of items to be completed on inventory which will be provided to the artist with instructions once entry form, statement of supplier and entry fee have been received.

Entry fee as per below (**Waived for Feature Artist**) \$ \_\_\_\_\_  
(\$12 for up to 15 items / \$30 for 16 - 50 items / \$40 for 50+ items)

**Cash:** To be paid at the office of Mt Eliza North Primary School only.

**Credit Card:** Please contact the office of Mt Eliza North Primary School on (03) 9787 6611 to arrange payment via credit card

**Direct Bank Transfer:** Bank: Bendigo Bank

**BSB:** 633-000

**Account:** 143 463 834

**Account Name:** Mount Eliza North Primary School Council

**Ref:** "Artists Name" Entry Fee

Registered for GST? **Yes / No**

**PLEASE DELIVER YOUR ITEMS ON MONDAY 23<sup>RD</sup> OCTOBER OR TUESDAY 24<sup>TH</sup> OCTOBER 2017 BETWEEN 9:30am and 12:00pm**

**I have read and accept the 2017 Terms and Conditions of Sale and Entry:**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return forms and payment to: Mount Eliza North Primary School, Attn: Mt Eliza Art & Design Show, Functional Design Section, PO Box 219, Mount Eliza, 3930 to be received no later than Friday 8<sup>th</sup> September 2017 or scan and email to: [Sarah.Davison@veganapproved.com.au](mailto:Sarah.Davison@veganapproved.com.au)**

*Office use only:*

Total pieces delivered \_\_\_\_\_ Total pieces sold \_\_\_\_\_ Total pieces collected \_\_\_\_\_



## 2017 Statement by Supplier

***This form is to be completed and returned with your entry form - we are unable to exhibit work if we do not have this information.***

**Business / Artist's Name:** \_\_\_\_\_  
(Please print in BLOCK LETTERS)

**Address:** \_\_\_\_\_

**Tel:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**ABN (if applicable):** \_\_\_\_\_

I have registered for GST with the Australian Tax Office: **YES / NO**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PLEASE COMPLETE YOUR BANK DETAILS BELOW TO ENABLE PAYMENTS FROM SALES TO BE PAID DIRECTLY INTO YOUR BANK ACCOUNT.**

**BSB:** \_\_\_\_\_ **ACCOUNT NO:** \_\_\_\_\_

**ACCOUNT NAME:** \_\_\_\_\_