

## ACTIVE STATUS PACKAGE 2020

**Congratulations on your acceptance as an Active member of the Federation of Canadian Artists.**

### BENEFITS OF ACTIVE MEMBERSHIP

1. You can now submit your work to most **Juried FCA Exhibitions**.
2. You can also submit to the Small Artwork Collection. This is a display of small, matted and wrapped artworks for sale from the gallery. If accepted, works may display for up to 2 months; up to 4 pieces of artwork per member. For more information please contact the Fine Art Consultant at [sales@artists.ca](mailto:sales@artists.ca).
3. If you have a **website**, have it **listed** at [https://artists.ca/member\\_directory](https://artists.ca/member_directory). To do so, please email your website link to the Membership Coordinator at [membership@artists.ca](mailto:membership@artists.ca)
4. **FCA Membership Badge**: This badge confirms your current level of membership with the Federation. We recommend placing it on your website, business card, or brochures, as a symbol of the level of quality and professionalism you have achieved. You can download your Active membership badge by going to "**Member Resources**" and "FCA Member Badge" at: [http://artists.ca/member\\_resources/fca\\_member\\_badge](http://artists.ca/member_resources/fca_member_badge) When you add the badge to your website, please link it to the following page which will explain the significance of your membership status: [www.artists.ca/federation\\_membership](http://www.artists.ca/federation_membership). Badges are updated annually, so be sure to update your badge when you renew your membership each year
5. You can now **work towards your Signature status** (AFCA and then SFCA). Active Members are eligible to apply for Signature Status after acceptance in 7 juried FCA Exhibitions in 4 years or less. The application deadline to the Selection Committee is in February each year. Artists are responsible for recording and keeping track of their acceptances and recognized artworks to apply for this status.

You will continue to receive your Art Avenue magazine, our eNewsletter, invitations to openings and discounts on our education programs. Should your work be accepted in a juried FCA exhibition, it will appear on [www.artists.ca](http://www.artists.ca), in the online gallery and on our client-targeted website [www.federationgallery.com](http://www.federationgallery.com)

**Important:** Active members **must not use the designation AFCA or SFCA** after their names. This designation is reserved for Associate / Senior members. As a member of the Federation of Canadian Artists, it is also illegal to use the initials FCA after your name as those initials designate being a Fellow of the Chartered Accountants.

### JURIED SHOWS SUBMISSION GUIDELINES:

- **All juried show submissions are online at:** <http://artists.ca/submissions/index>  
To see the full list of submissions that you are eligible to apply for, you need to login to our website ([www.artists.ca](http://www.artists.ca)) with your username and password. To reset this information contact the Membership Coordinator via [membership@artists.ca](mailto:membership@artists.ca)

Before submitting for the first time, please watch the **video tutorial** on our website here: [http://artists.ca/member\\_resources](http://artists.ca/member_resources)

- Information on **how to photograph your artwork / show submission guidelines / getting your painting to the gallery and getting it back**, as well as many more tips and information can be found on our website at: [http://artists.ca/member\\_resources/information\\_for\\_artists](http://artists.ca/member_resources/information_for_artists)
- For assistance with your submission, please contact the Gallery Coordinator at least 3 days prior to the dead line. Staff cannot submit on your behalf or make changes to your submission for you
- All exhibitions have different themes, accepted media and guidelines. We create Submission Call Booklets for each exhibition, be sure to read them in full before submitting - there are no refunds on erroneous or incomplete submissions
- Check the grammar, spelling and submitted sizes and prices of your submissions before finalizing your submission. You may not make changes to your submissions after they are finalized. Your in-gallery label, online listing and presence in printed material are generated from what you've typed at the submission stage, so make sure to proof your submissions before finalizing them
- The description field on the submission pages is optional and a place to provide additional information to FCA staff and potential clients about your artwork. Use this box in your submissions to tell us something about the artwork that we cannot tell from looking at the piece, that will help facilitate a sale. This information will be printed as part of your exhibition label and displayed next to your artwork
- Each exhibition is juried by a panel of three different Signature member jurors. You will receive one of three results from the accumulated point scores; "**Accepted**", "**Recognized**" or "**Declined**".
  - **Accepted** artworks are accepted for display in the gallery and you will receive an exhibition contract and appropriate information by email once your work is accepted. This result counts as one point towards your Signature Status.
  - **Recognized** artworks have scored highly enough to meet FCA standards but haven't scored high enough to be displayed in the gallery. Recognized artworks count as one point towards Signature Status and will be displayed for the duration of the exhibition online at [www.artists.ca](http://www.artists.ca) and [www.federationgallery.com](http://www.federationgallery.com)
  - **Declined** artworks have not scored highly enough to meet FCA standards. Declined works can be submitted again to another FCA exhibition
- Artwork that wins an award in any FCA exhibition may not be entered into any other Federation exhibition, except when the first exhibition was a Chapter exhibition and the following exhibition is a National Open Exhibition or an exhibition held at the Federation Gallery
- If an artwork is ever successfully submitted to an exhibition at the Federation Gallery in Vancouver and has hung on the wall, you may not submit the same piece again except as part of your Signature Status Application

## IMAGE SPECIFICATIONS FOR SUBMISSIONS

1. Must be a true copy of the original art work in values, intensity and colour.
2. File format must be JPEG (.jpg) only and a minimum 24-bit true colour.

3. Images are required to be at least 1500 pixels on the long side (for a portrait image, the height should be this size or greater, and for Landscape, the width will have to be that size or greater in pixels) at 300 ppi. You will know if your image meets the required pixels when you attempt to upload, if your JPEG is not the correct size, you will receive an error message
4. Recommended maximum image size is 2000 pixels on the largest dimension (either height or width)
5. Please ensure the image you upload is cropped so that only the painting/image is visible. Use a photo or image editing program to remove unwanted parts, such as frames, or edges of the canvas
6. There is no maximum image size in pixels, however the maximum file size is 24MB. If your image file size is greater than this, use a photo or image editing program to reduce the size of the image before uploading.

## **COPYRIGHT AGREEMENT – READ CAREFULLY**

All artists submitting to Federation Gallery must agree to sign a waiver declaring that their submitted artwork is not a copy, derivative or based on the work of others or in any way an infringement of copyright. The FCA reserves the right to reject submitted artwork that appears to be in direct violation of copyright law. Copyright infringement is defined as the use of any material as source for, or incorporation into, a work of art for which the artist does not own the copyright or does not have written permission from the copyright holder to use. Any issues of infringement of copyright that may arise in are the sole responsibility of the authoring artist, and the FCA accepts no responsibility whatsoever for infringement of such rights, nor for any loss, damage, penalties, awards or administrative or judicial orders arising therefrom.

While using photos as reference for painting is a long-held accepted practice, making substantive use of stock imagery or photos taken by professional photographers is not permissible, even with permission from the photographer. Photographs by professional photographers are considered artworks in and of themselves. Reference photos must be taken by the artist themselves or provided to them by an amateur photographer with their express consent. Stock images may only be referred to for anatomical study and must be incidental to the completed artwork to be permissible.

For detailed information about standards and policy, refer to the policy manual:  
<https://artists.ca/about/governance>

## **FCA FRAMING STANDARDS**

### **IMAGE SIZE DESCRIPTION**

The industry standard used by the FCA for describing the dimensions of any given artwork is: height x width measured in inches. When entering the size of your artwork on the submission pages, enter the size of the work as it would be displayed. For example, if the work is framed, enter the dimensions inclusive of the frame you intend to display it in.

### **MATTING AND FRAMING**

- Works on paper, canvas board or pressboard/panel must either be finished to an archival standard framed, or mounted / adhered to a gallery wrap canvas or cradled wood panel. The panel edges must be completely void of paint or completely covered, and at least 1" thick.

- Artwork must be fitted with d-rings and plastic-coated hanging wire. Improperly wired works will incur a \$20 wiring fee.
- No "teeth" fixtures are permitted, no French cleats, or hanging directly from frame / canvas on a nail. Unframed canvas must have all sides painted and staples must be on the back stretcher bars.
- Works that arrive in disrepair will be fixed where possible, at the expense of the artist, or removed from the exhibition. The FCA reserves the right to refuse to display any artwork.

## **DELIVERING ARTWORK**

Costs of shipping artworks to and from the gallery are the responsibility of the artist. If a shipped or couriered artwork does not sell, the artist will be contacted directly to arrange for return delivery at their expense. Please direct questions regarding shipping to the Gallery Technician via [fcashipping@artists.ca](mailto:fcashipping@artists.ca)

## **COLLECTING ARTWORK**

Artists must wait until the Thursday following the final day of exhibition to collect their unsold artwork, if collecting in person. This allows the Gallery Technician ample time to organize artworks for pickup after take-down. Artists must collect artworks within **two weeks** of the last day of exhibition, or the artwork becomes the property of the Federation. If you would like someone to collect on your behalf, you must email your name, the name of the person collecting, the exhibition name and the expected collection date to the Gallery Coordinator via [gc@artists.ca](mailto:gc@artists.ca). We will not release any artwork to unauthorized persons.

## **SALES OF ARTWORK**

### **COMMISSION**

The Federation of Canadian Artists takes a 35% commission on all artwork that has sold from an exhibition unless otherwise specified. If our Fine Art Consultant offers you a sale of artwork that hasn't displayed in our exhibitions, the FCA retains a 50% commission. The artist agrees to allow the Federation to negotiate a sale on their behalf including up to 10% off of the artist's submitted sale price. Please factor in this allowance when submitting your sale price, which should also cover the price of the frame if the artwork is framed.

Artists will receive notification of their sale from a staff member the same day or day after their artwork has sold. If you have one, please let the Fine Art Consultant know your GST number as soon as possible so we can distribute your portion of the sale accurately. Clients incur the cost of delivery of sold work from our gallery. If your artwork is not at the gallery when the sale happens, the artist is responsible for delivering the artwork to the gallery and the associated costs.

Reimbursement from sales is provided via cheque payment and issued within a month of the sale date. The reason for this timeframe is that we offer a two-week return policy to clients. They pay the full amount for an artwork up front and have two weeks in which to return the work.

The Federation does not disclose the names or contact information of our clients to artists who've sold their artwork through our organization and/or exhibitions. Giving out contact information cuts the gallery out of future art sales and this practice reduces sales to the point where the gallery could no longer employ the Fine Art Consultant to sell member artwork, removing a valuable service to our members.