

# OPAL - Exhibition Entry Form - 2023



OAK PARK  
ART LEAGUE

Exhibition:

Date:

Please print clearly				
Title:	Medium:	Size (HxW):	Year:	For Sale Price:

Name:	Art Member <input type="checkbox"/>
Phone Number:	Art Supporter / Friend <input type="checkbox"/>
Email:	

- Credit Card
- Cash
- Check #

Please print clearly	Provide artwork insurance value. \$ _____
	First time exhibitor at OPAL? <input type="checkbox"/>

Additional information concerning artwork:

Fee:

Art Member : \* 1st work @ \$25 \* 2nd work @ \$15 \* 3rd work @ \$10

Art Supporter / Art Friend: \* 1st work @ \$35 \* 2nd work @ \$20

By signing below, you acknowledge that you have read and understood the submission guidelines on the back of this form, provided all information necessary, and have paid the submission fee.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# OPAL Art Exhibitor Guidelines:

- **All artwork submitted to OPAL exhibitions must be brought to, or arrive, OPAL Gallery by the specific deadline.**
- All deadlines are listed on the CALL page on the OPAL website. All artwork must fit within the theme (if specified) and the dimensions specified in the limits indicated.
- **All artwork MUST be ready to hang. ABSOLUTELY NO SAWTOOTH OR STRING HANGERS WILL BE ACCEPTED.**
- OPAL Gallery is located at **720 Chicago Ave. Oak Park, IL 60302.**  
OPAL is not obligated to accept any submissions after the deadline specified in the CALL.
- OPAL may photograph your work and use it for promotional and social media purposes.  
We reserve the right to refuse to exhibit any artwork that OPAL deems offensive or harmful to the general public and reserve the right to refuse any artwork with missing/illegible information on the submission form.
- All artwork submitted must not have been shown previously at OPAL.
- All artwork must remain on display for the duration of the exhibition. **No exceptions.**

## When filling out your form, please make sure you understand the following:

- ALL information required about the artwork submitted must be provided, including year of completion (date), medium, size (L x W x H), title, and price. **Your name and title of the artwork MUST appear on the back of your artwork.**
- ALL INFORMATION MUST BE LEGIBLE.
- All artwork MUST have a price and/or an insurance value. No NFS's (not for sale) are permitted.
- If you do not offer your work for sale, no valuation will be stated on the artwork display label. However, a price for insurance valuation must be provided.
- Artists are encouraged to carry their own insurance. OPAL does not provide insurance coverage for artists' artwork. The provided insurance value is for OPAL's Registrarial documentation only.
- **You MUST sign your form. This acknowledges that you understand and agree to OPAL's submission guidelines.**

## Art Pickup:

**OPAL DOES NOT HAVE STORAGE SPACE FOR ART.**

- All artwork must be picked up by the date specified in the CALL. If you cannot arrange pickup by the specified date, please contact OPAL.
- Artwork left behind past the deadline date without previous arrangement will be subject to a storage fee of **\$20 per piece per day**. If this fee is assessed and not paid after 30 days the artwork will become property of OPAL.

## Art Sales:

- All sales of artwork will be processed by OPAL exclusively. Artwork must remain on display for the duration of the exhibition. OPAL will retain **35%** of all sales of exhibited artwork. Artists will receive **65%** of the sale in the form of a check within 30 days after the exhibition concludes and all transactions that have been accounted for.
- Artists are responsible for all logistics and shipping/handling costs associated with the sale of their artwork.
- Processing a sale of an artwork on display at OPAL, without involving OPAL may result in termination of membership, and/or being prohibited from submitting artwork to future OPAL exhibitions.