artist_____ **phone#**_____**email**_____

A Grande Affair - Boca Grande Art Center
2024 VALENTINE SHOW - February 8-11

DEADLINE FOR ENTRY: 4:00 pm Thursday February 1
Turn in registration, inventory list, and gallery staffing form by this date.
Please read show policies.

The coordinators will hang the show using a gallery style format. Work must be checked in **Wednesday February 7 by 12:00 p.m**. See the schedule below for details.

Enter titles, mediums, price and framed dimensions for each work on the inventory form. As a guideline, assume that you have **the equivalent space of three panels (90"x 66")**, **though your work will not be grouped in one location.** Each panel can fit 1-4 works, depending on size. 2D Work wider than 30" is considered oversize because it won't fit on a panel. There is limited wall space available for oversize work. A lottery will be used if there are more oversized work requests than space allows, AND if there is extra space available once all the works have been hung. If you submit more work than space allows, you will be contacted to pick it up Wednesday afternoon or Thursday morning.

Artists showing **jewelry, clothing or other small items:** There will be a single display area per artist. Be present with your work at all times, and keep your own inventory list of items.

* Any work that is sold before the show reception opens must be labeled NFS (not for sale), NOT with a red dot.
* When a work is sold and picked up, wall tag will be removed, not left on the wall.

Please check any additional needs:

___ counter space approximately ___" wide
___ folding table
___ I have cards to display
___ I have unframed giclee reproductions
All cards and prints are displayed in one location near the cashier in BGAC rack & box
___ Yes enter my name in the lottery for extra work space.
____other_____

SCHEDULE

ARTWORK CHECK-IN WEDNESDAY Feb. 7, 10:30 - 12:00

- **Fill out your inventory tags but wait to attach them to your work after check in.**
- **Please don't bring work early; the coordinators will be setting up the galleries before check-in begins.**
- **Volunteers will be there to check you in. NO WET PAINTINGS will be allowed.**
- **Confirm shift assignment, pick up appetizer tray if appetizers will be served.**

RECEPTION THURSDAY 2/8, 5-7:15: All artists are expected to attend and help as needed with cleanup

SHOW CONTINUES 2/10-12: Friday - Saturday 10-5 and Sunday 10-4

BREAKDOWN 2/11 - Sunday 4 - 4:30: Buyers may pick up work between 2-4. All other work remains on exhibit until show ends. Please see show rules about this. Artists are responsible for removing ALL artwork, including any sold work not picked up. (unless arrangements are made with the office for a later pick up).
Everyone is expected to stay and assist with breakdown until all work is finished.

I have read & accept the terms in this show registration:

_____ ***artist signature***