

## **INCLUSION Online Art Show & Sale 2021**

### **Information Sheet**

We're excited to host our INCLUSION Art Show & Sale online this year! We have developed a brand new website with the ability to purchase your art online! Our website will be live all throughout October and online sales will be from October 21-28.

We also have exciting plans to promote the show and to engage artists like collaborating with the folks who manage Curiko (formerly CoMakeDo and Kudoz). The INCLUSION Art Show is evolving into a festival of art, and will be celebrated throughout Community Inclusion month in a series of online social, learning and participatory events (such as pre-recorded or live art demos).

You may be wondering how we made the decision to continue with an online art show, since BC released its Restart Plan. Out of an abundance of caution, and with the health and well-being of our artists, guests and volunteers in mind, we have decided to stay with our original plan at this time. As your host, we also have some additional responsibilities to take into consideration.

While it is looking hopeful that we can resume our regular social activities in the near future, there is no certainty around the dates proposed in the Restart Plan. We look forward to hosting our in-person show once again in 2022. In the meantime, if it's possible to arrange any small events to complement the show, we will certainly try to do so.

Please ensure you read all the information below and contact us if you have any questions.

*We will be hosting online Lunch & Learns to discuss registration, our plans for the online show and answer any questions you may have. Stay tuned for more information.*

### **Registration – Opens: June 10 | Deadline: August 31**

Artists can register directly online use our registration form. Register here:  
[www.inclusionartshow.com](http://www.inclusionartshow.com)

Additional information:

- Number of pieces you can register – The maximum number of pieces you can register in total is 30. Each registration allows you to submit 15 pieces – please ensure you scroll down to the bottom of the page and click the Submit button. If you would like to register additional items, you will need to register again (Note: you do not have to upload your biography again if submitted the first time). We greatly appreciate early submissions, so you are welcome to register your items in batches. E.g. If you have 10 items ready to register in June, you can register them then and the remainder of your items at a later date.

- "Not for sale" Items – If you would like to list ONE of your pieces as 'not for sale', please put \$0.00 in the price field and select "No Shipping".
- Small Collections – We cannot have single item sales under the small collections category this year. The shipping and handling costs for this are not feasible. Please bundle your items together, so that they have a minimum value of at least \$15 per bundle. For example, 2-3 gift cards, a set of magnets or a set of coasters.
- Images – All artists will need to upload good quality images of their art. Please [click here](#) for some helpful photographing tips.
- Commission – We will be charging an 18% commission on all sales. We increased the commission this year due to the cost of online payment processing.

### **Shipping and Handling**

Shipping and handling is the process of preparing and packing an order and then sending it to a customer. Customers who make a purchase will be charged shipping and handling fees. We will collect that fee for all artists, on top of the sale. We will notify artists when a sale has been made and it is their responsibility to ensure the item is shipped or curbside pick-up/hand delivery is arranged – **within three days of purchase.**

Shipping Costs – When it comes to figuring out your shipping costs, there are two factors: the dimensions (length, width, and height) and the weight. Together, these form dimensional weight. Weight can actually be more important than the dimensions, because the heavier a parcel, the more fuel it takes to drive around. A package can be smaller, but cost more than a larger piece simply because it's heavier.

Please note the below examples of package sizes and weights when choosing a shipping category.

**Small package** – \$1.30 (0-50g – up to 9 sheets of paper)

**Medium package** – \$5.47 (50-500g – up to 100 sheets of paper)

**Large package** – \$18.49 (Maximum weight 5kg – 35cm x 26 cm x 5cm or 10 3/8 inches x 14 inches x 2 1/8 inches)

**Special item** - you also have the option to offer 'curbside pick-up' or 'hand delivery with a fee' for any of your items, in particular those that are too large/heavy/fragile for shipping

- Artists/Studios will contact the buyer of the artwork to arrange what is the best way to arrange for pick-up or delivery and complete the sale.
  - o Curbside pick-up - buyer will pick-up the artwork from artist/studio (no charge)
  - o Hand delivery – artist/studio will deliver the item in person to the buyer (additional fee will apply)



**No Shipping** – For Show only - For items that aren't for sale and display only, please choose this option.

Please [click here](#) for safety tips for curbside pickup.

Please [click here](#) for tips on packaging your art for shipping.

### **Deadline**

**Registration deadline: August 31, 2021**

Early submissions are greatly appreciated!

### **Contact Us**

If you have any questions or need assistance pricing your art, please reach out to us.

Email: [artshow@posAbilities.ca](mailto:artshow@posAbilities.ca)

Phone: Justine – 604-802-8221