**BFA Print Sale 2021**

**Overview:**

**Information:**

* Open to ALL current Queen’s University BFA students
* Must be Prints – Planographic, Stencils, Intaglio, Relief, Digital and Mixed Media
* One of kind and editioned prints

**Timeline:**

* Submission dates: March 29th – April 4th
* Sale dates: April 5th – 9th

**Platform:**

* Unlike previous years where the print sale has been conducted through in person sales in The ARC, due to the current Global Pandemic situation we are going online. Using Queen’s Virtual Studios eCommerce platform to facilitate this event, there are benefits opening the sale up to a wider audience. A separate page created and dedicated to the print sale which will go live on April 5th.

[www.QueensVirtualStudios.com](http://www.queensvirtualstudios.com/)

**Submissions:**

**Liability:**

* Be aware of print-works dealing with visual/cultural appropriation. For further information please review the following link.

<https://www.sfu.ca/ipinch/sites/default/files/resources/teaching_resources/think_before_you_appropriate_jan_2016.pdf>

* Please be conscious of any imagery you submit and ensure that it is your own work. Copyrighted materials will not be accepted and falls under academic integrity here at Queen’s and violates the Student code of conduct. See the link below for more information.

[https://www.queensu.ca/artsci/students-at-queens/academic-integrity](https://www.queensu.ca/artsci/students-at-queens/academic-integrity?gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQiuO00GmyU1hWj2Qq5VXAJJoT4IpOrzk5Rlmmo5Ex7qsyVuiIvMh6NcaAnHHEALw_wcB)

* Students must submit sold works or will not receive payment.

**Submission Format and Guidelines:**

* **All print must be editioned, titled and signed/dated in PENCIL at the bottom of the image, bottom of the paper or at the back bottom of the paper.**
* **Along with the written documentation you MUST include photographic documentation. These images will be used during the sale to represent your work.**
* **Each individual image size should NOT exceed 2MB.**
* **Please label the images with both the title of the work and your name.**
* **Maximum of 15 prints submissions per student/artist.**
* **Maximum size of 30x22 inches.**
* **Submit print works in a NEATLY wrapped newsprint package and LABEL with student/artist name.**
* **Submit the SIGNED Submission Guideline and FILLED OUT Submission Information Sheet along with you prints.**
* **Only Prints that have been sold will be collected after April 9th. Students will receive an email detailing selected print(s).**
* Students will be notified with a daily report of their sales and paid in full at the end of the sale.
* Prints can either be dropped off to Ontario Hall between or mailed into a separate location. If you are shipping artwork, please ensure you have packaged it correctly to prevent damages. **We ask you priority ship if need be to ensure arrival before April 16th** at the latest. The shipping address is: BFA Print Sale, 22 McClarnan Road, Ajax, ON, Canada, L1S 3A5
* Please submit all documentation to the [BFAPrintSale2021@gmail.com](mailto:BFAPrintSale2021@gmail.com) along with the signed submission information sheet at the bottom of the document **before April 4th @ 11:59pm.**
* For Dropping off prints, there will be a collection box at the back of Ontario Hall available to place your artwork in from **1-3pm on April 12th and 13th**. Please contact Alejandro Arauz ([aruaz@queensu.ca](mailto:arauz@queensu.ca)) if you need assistance during these allocated times.
  + If you are unable to drop artwork off at this time, please email [BFAPrintSale2021@gmail.com](mailto:BFAPrintSale2021@gmail.com) to set up accommodations.

**Pricing:**

* Students must price their artwork. Typically ranging between $10.00 - $25.00, there will be no tax included in the sale but a percentage of an average of 3.5% (Fees: API 2.90% + $0.30) will be taken from each sale. This cost is from the online platform Squarespace and allowing online payments. Please keep this in mind when both pricing your work and receiving your profits.
* At the end of the sale, all students will receive an e-transfer with their end sum earned with a copy of their sale records.

**Live Event:**

* On the 7th of April there will be a live drop in zoom event where we will be showcasing the print inventory, holding a Q&A, as well as a live printing session of BFA 2021 Print Sale tote bags. These limited editioned tote bags will be printed with a silkscreen design and sold for $10.00 a piece. All proceeds will go back towards the program in order to support future projects and endeavors.

**Collection Methods:**

**Shipping Purchases:**

* Purchased prints will be shipped by Canada Post. Price based on both size and quantity of prints. Please allow 2-3 weeks for all orders to be process and shipped. Shipping cost and supplies at no cost to the artist (excluding submission of sold prints, students must pay for shipping)

**Pick up:**

* If you are local to Queen’s Campus, there is an option for pick-up of purchased prints. The only day this will be held is April 14th from 1pm-3pm. If this option is selected at checkout an email will be sent to the buyer detailing the process. If work is not picked up at this time a follow up email will be sent out requesting shipping coverage and information.

**SUBMISSION INFORMATION**

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By Signing below, I acknowledge that I have given permission for Queen’s Virtual Studios to both present my images and sell my artwork for the 2021 Annual BFA Print Sale. I have read the Liability section and all the submission requirements and have followed them accordingly. I understand that there is a fee associated with this sale although not upfront will be deducted from my profit at the end. At the end of the sale I will submit my works either by mail or drop box at Ontario Hall and trust they will be sent to the customer.

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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I will be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Dropping off my prints / Mailing my prints in)