

Kia Ora Lake House Whanau,

Thank you for showing interest in our Online Gallery Space - artonline@lakehousearts. We are excited to potentially have you on board. There are two ways you can have your artonline@lakehousearts-

- Be a featured exhibitor - In the Becroft Gallery, Ogle Gallery, The B:HIVE or Spencer Byron Hotel
- Be a Member of Lake House Arts - [CLICK HERE TO FIND OUT MORE](#)

There are a few things we would need to get from you to start the ball rolling:

Essential Information (Please provide all of the below information for each artwork supplied):

- Line 1: Artist Name "Artwork Title" (in Speech Marks)
- Line 2: Total Price (Artists should calculate the price based on the following:

Calculation

The Artwork Price (include 10% +GST commission to Lake House Arts)
+\$100 shipping and handling (by joining artonline@lakehousearts you agree that Lake House Arts will organise shipping and handling through our provider - this is not negotiable)

Calculation Example = Total Price \$195 + Shipping and handling \$100 = \$295 sale price (Includes GST); Artist will receive \$172.57

More Essential Information

- Line 3: Medium
- Line 4: Size in cm
- Line 5: Framed / Unframed
- ***A Quality 2MB image for each artwork***

Additional Information (By providing this additional information, you increase your chances of selling your work online)

- Paragraph: - About the Artwork - Can be brief - include any social media links
- Paragraph: - Artist Bio - Can be brief - must be provided

Lake House Arts reserves the right to edit any information provided.

Lake House Arts respects user privacy - [CLICK HERE TO READ OUT PRIVACY STATEMENT](#)

artonline@lakehousearts artists must abide by our [ONLINE PLATFORM RULES](#)

Costs

- Artists must be a [MEMBER](#) to exhibit online. Individual Membership is \$35 per annum.
- There is a \$5 fee per work, per annum - If you provide 5 artworks to sell online and are not a member Total cost is \$35 + \$25 per annum.
- Prices include GST.

- Artists will be invoiced to pay via online banking. On-site payment may not be available.
- Artwork will only be launched online after payment has been received.
- If you have all your information saved online or on disc and are having trouble pulling your application together, staff may be available to help at a \$25 + GST per hour admin fee.

Can you still sell your work privately offline?

Yes. If your artwork is sold privately and not through our online portal, please contact us immediately to have the work unpublished. Lake House Arts takes no responsibility for artworks sold online that have already been sold privately. In all cases, it is advised that artists' check the website and contact the engagement coordinator to confirm before initiating an offline sale.

Sale Authorisation

[CLICK HERE FOR THE SALE AUTHORISATION FORM.](#) This can be provided digitally via email with the artwork information.

Sale on Behalf Authorisation

"I (INSERT NAME) have read the terms and conditions provided at www.lakehousearts.org.nz and do hereby give permission to Lake House Arts to make the artwork/s I provide available for sale on my behalf through www.lakehousearts.org.nz and do give permission for Lake House Arts to use the image and information I provide in this email to promote the artwork/s and myself as an artist.

I confirm Lake House Arts will receive 10% + GST of the Total Price of the artwork.

I confirm Lake House Arts will receive \$100 shipping and handling fee from the Sale Price of the artwork.

I confirm that I own the copyright and chain of title on the artwork and information provided and indemnify Lake House Arts from any legal action which may result in copyright infringement in promotion of and sale of the artwork."

ARTIST NAME

ARTIST ADDRESS

ARTIST PHONE NUMBER

What happens next?

When we have received all the information we require and payment for inclusion in artonline@lakehousearts, we will begin preparing your online gallery, which will appear on the Our Art Online webpage. You will be notified via email and asked to check your art and information. After final checks have been made, Lake House Arts will begin to promote your art online.

If I have further questions?

Contact engagement@lakehousearts.org.nz