Unsure how to word your Show/Call submission? Use this guide.



All the information below will be published in your *Art Show* or *Call for Entry* news item. Filling out the form below will help me easily edit your news item; therefore, it will be published faster. Also, this form helps you avoid overlooking important information. *Thank you!*

*~ Eve Lees, editor*

IMPORTANT: *The Artist’s Journal* is for artists who paint or draw. Therefore, other art “genres” are not published unless they are held in conjunction with *painting & drawing* shows & calls.

HOW TO SUBMIT YOUR NEWS ITEM: In the ‘form’ below, fill in your details under each ‘section’ – or create your own written submission, using the form as a guide. Save, then E-mail me this completed form (or your written submission in a *Word* document) – or you can ‘cut and paste’ the entire form (or your written copy) directly into the message area of your e-mail message.

E-mail it to [eve@artnews-healthnews.com](mailto:eve@artnews-healthnews.com) There are no *submission deadlines:* Your news is published a.s.a.p.

Name of *Art Show* or *Call for Entry*:

Who can apply if this is a *Call for Entry.* Please state if this is an open *Call* to all BC artists or limited to only your area’s artists/members. Also, if applicable, mention ‘non-local’ artists can participate if they pay the membership fee:

Name of the *group, gallery,* or *business* organizing / hosting / sponsoring this event:

Date(s) and/or time(s) of the *Art Show*, or dates &/ times of the *Call for Entry*’s exhibition (you can include the opening reception if there is one):

Physical street address (including the city) of the event (postal code is not necessary!):

(OR) Web link to the event if it is an online event only:

Type of media (oils, watercolour, etc.,) exhibited in the *Art Show* or allowed in the *Call for Entry*:

(OPTIONAL) Theme of the *Show* or the *Call* if there is a theme:

(OPTIONAL) Style (abstract, realism, etc.) and subject matter (landscape, still life, etc.) of the artwork to be exhibited in the *Art Show* or as required in the *Call for Entry*:

(OPTIONAL) Specific names of participating artists if this is an *Art Show* (and please double check spellings of names because I am “cutting and pasting,” so errors will be entirely yours!):

(OPTIONAL) Entry fee and membership fee if this is a *Call for Entry*, or admission fee for *Art Show (TIP: in this space, if it applies to your art show, you can write: “No admission fees and free parking”)*:

(OPTIONAL) Other details you feel are important to include, such as if this is a charity event, if prizes are awarded, etc. (this information *may* be edited or omitted):

\*Submission deadline if this is a *Call for Entry* (\*This is important to include and lets me know when your *Call* “expires” so that it can be deleted):

A contact e-mail or a web link (or a phone # if nothing else!), for readers to find more detailed information about your *Art Show* or *Call for Entry* (this is especially necessary if this is a *Call For Entry* with an online application form participants must fill out, because *The Artist’s Journal* will not and cannot include a long, detailed and fillable form within your published news item):

*Thank you for submitting your news!*

WRITING TIP:

*The Artists’ Journal* uses the *Canadian Press (CP)* ‘newspaper’ writing style. CP style is simple, brief, unopinionated wording. Avoid using ‘flowery’ words. For example, “*talented* artists” or “*beautiful* paintings” or “We are *pleased* (or *proud*) to present,” should be simply “artists” or “paintings” or “presents.” No opinions, just the facts please! This also helps keep your writing short and simple.