



OIL PAINTERS of AMERICA

Dedicated to the Preservation of Representational Art

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Congratulations on being accepted into the 2008 Western Juried Exhibition of Traditional Oils. This letter will serve as a checklist to prepare you for this important exhibition. Please reference this document over the coming weeks.

REQUEST FOR BIOGRAPHICAL STATEMENT

- Please e-mail a brief biographical statement as soon as possible to gallery owners Skip and Debbie Peterson at info@devingalleries.com. The gallery will reference this when collectors request background information.

DELIVERIES

- All shipped work must arrive before August 18, 2008.
- Shipments from OUTSIDE the United States must be shipped “Free Domicile” or they WILL NOT BE ACCEPTED.
- Include a check payable to Devin Galleries in the amount of \$25 to cover the cost of uncrating, storage of crates, re-crating your painting and shipping arrangements. Make checks payable to Devin Galleries.
- **Shipping Address is: Devin Galleries, 507 Sherman Avenue, Coeur d’ Alene, Idaho. 83814.** Please include the gallery’s telephone number on your shipping label (208-667-2898).
- Hand Deliveries should be dropped off no later than August 18, 2008 during gallery hours. Monday through Saturday: 10:00 a.m. to 5:00 p.m.; Sundays: 11:00 a.m. to 3:00 p.m.
- Crates must be sturdy, reusable, top-hinged, and fastened with screws (not nailed). Sturdy cardboard cartons may be used.
- **No Peanut Packing**, please. Please insure your artwork is securely wrapped / packaged.
- Devin Galleries will not be responsible for any loss or damage to work submitted.
- ARTISTS- PLEASE USE HEAVY DUTY PICTURE WIRE ON ALL PAINTINGS.
- **Please securely attach the enclosed notification card to the back of your painting(s).**

RETURNS

- Hand delivered work must be picked up by the artist between the dates of October 13 and October 17, 2008. Gallery Hours: Monday through Saturday: 10:00 a.m. to 5:00 p.m.; Sundays: 11:00 a.m. to 3:00 p.m.
- The cost of shipping the painting(s) both to and from the show is the responsibility of the artist. **A return shipping label is to be included with the artwork - Fed Ex or UPS prepaid return shipment is preferred. Or, send a shipping form with your Fed Ex or OPA account number.**
- **DO NOT send checks** to pay for the return of your work. **No COD's on return shipping.**
- Work will be repacked and returned in the same crates or cartons if possible. If packing materials are inadequate for return shipment, Devin Galleries may request additional fees to cover the cost for new shipping materials.
- Be certain to adequately insure your painting(s) while in transit. Provide adequate fees in your return shipping amount to provide for insurance coverage.

IMPORTANT! Please Remember: No painting(s) may be removed by an artist prior to the end of the show. In addition, an artist who has withdrawn an entry after acceptance into an OPA exhibition shall not be eligible for entry into any OPA exhibition for the next two succeeding years.

We look forward to a successful show and thank you for your cooperation!