

35TH NATIONAL EXHIBITION SHIPPING INSTRUCTIONS and Essential Information

Paintings are due at the museum between April 21 – 25

✓ Check Each Box Before Sending

- Attach PAINTING IDENTIFICATION LABEL** to the back of your painting. See page 3 for the form. Print, fill out, and securely attach the form. (Corrections to the painting title, image, or price are **NOT ALLOWED** except for spelling or blatant pricing errors, such as a missing zero.) Corrections to the size are allowed. If a permitted correction is needed, please email cryan@oilpaintersofamerica.com immediately. **DO NOT CONTACT THE MUSEUM WITH CORRECTIONS.**
- Attach or email a prepaid return shipping label.** Artists who ship paintings must provide a printed or emailed prepaid return shipping label before August 21. Email return shipping labels to: exhibit@steamboatartmuseum.org. If you are not emailing the label, please either include a prepaid return shipping label with your painting or mail it to the gallery. The shipping label must have a barcode, not an account number.
- We highly suggest packing your painting in an approved strongbox.** Airfloat Services and Masterpak are offering a 20% discount to OPA artists. **Airfloat code: opa26. Masterpak code: OPA26** valid only on TitanStrongBox. Masterpak's discount is valid from March 28 – May 25.

OR

- Artists may use other art boxes** as long as NO wooden crates are used. A \$100 fee will be charged to anyone shipping in a wooden crate.
- Pay Uncrating Fee Online.** Artists who do **not** ship in an approved art box or hand-deliver their painting must pay the \$35 uncrating fee online. **Checks will not be accepted.** Do **NOT** include a check with your painting.
- Print your name prominently on the outside of your box and mark "TOP" or "OPEN HERE".** Also, a photo of the painting should be attached to the inside of the box to make sure the correct box is returned.
- Ship your artwork via FedEx, UPS, or DHL,** as both OPA and the Museum consider these carriers more reliable than USPS. Please note that all shipping costs, including insurance, both to and from the exhibition, are the responsibility of the artist.
- Shipments from **OUTSIDE** the United States must be shipped "FREE DOMICILE" or they **WILL NOT BE ACCEPTED.** The artist is responsible for all fees & costs associated with shipping and insurance.
- All artists, please email** your biography to exhibit@steamboatartmuseum.org. The museum will reference this when collectors request background information. Name the file with Last Name, First Name-Biography, such as Anderson, Kurt-Biography.
- Fill out a W-9 form** and email the form to exhibit@steamboatartmuseum.org or include it with your painting. See the instruction email to download a blank W-9 form.

PAINTING SHIPPING ADDRESS

STEAMBOAT ART MUSEUM
807 Lincoln Avenue
Steamboat Springs, CO 80487
970-870-1755
exhibit@steamboatartmuseum.org

Please Be Aware

- ✓ **Do NOT ship in a wooden crate** – otherwise, a \$100 fee will be assessed
- ✓ **Do NOT use packing peanuts**
- ✓ **Pay the \$35 uncrating fee** – If not using an approved art box, artists must pay the uncrating fee online. Do NOT send a check with your painting. See the instruction email for the participation form.
- ✓ **Minimize packing tape** – When using bubble wrap, using hand-stretch film is preferred over packing tap since it doesn't destroy the wrap.
- ✓ **Pack for repacking** – Paintings will be returned in the boxes used to ship them to the gallery. If packing materials are inadequate for return shipment, Steamboat Art Museum will request additional fees to cover the cost of new shipping materials.
- ✓ **Insure your shipment!!** Steamboat Art Museum and OPA will NOT be responsible for any loss or damage to the artwork or frame that occurs in transit. We recommend that you provide insurance to cover the full value of the artwork while in transit. OPA recommends ShipandInsure.com for insurance and discounted FedEx shipping.
- ✓ **A \$10 a day fee will be charged per day** after the exhibition if the museum does not receive a shipping label by Friday, August 21.

PRINT, FILL OUT AND ATTACH THIS PAGE TO THE BACK OF YOUR PAINTING

PAINTING IDENTIFICATION LABEL



OPA NATIONAL EXHIBITION

35TH NATIONAL JURIED EXHIBITION
STEAMBOAT ART MUSEUM
STEAMBOAT SPRINGS, CO

Artist Name: _____

Master Signature Signature Associate Student Associate

Painting Title: _____

Unframed Size: _____ Framed Size: _____

Substrate: _____ Price: _____

My prepaid return shipping label is: Emailed Enclosed

If your painting sells, please select a return option for your box:

- Return my art box to me using my prepaid return shipping label
- Ship my painting to the collector using my box; collector pays shipping. Do not return box.
- I am hand-delivering my painting and will pick it up if it does not sell.

For Gallery Use:

- Return Shipping Label Received (not for hand-delivery)
- Strong Box Used (no uncrating fee)
- Artist Biography Received
- Hand-Delivery/Pick Up
- Uncrating Fee Needed (not for art box)
- Artist W-9 Form Received

35TH NATIONAL EXHIBITION & CONVENTION

Don't forget to register for the convention.

If you are only attending the complimentary Opening Reception & Awards Presentation events, please email us at registration@oilpaintersofamerica.com, so a name badge will be waiting for you.

Event	Dates
Shipped & hand-delivered paintings due at Steamboat Art Museum	April 21 - 25
Paintings on display at the museum	May 29 – August 29
Opening Reception at Steamboat Art Museum 807 Lincoln Avenue Steamboat Springs, CO 80487 (complimentary event)	Friday, May 29 Artist & Collector Opening – 4:30 pm Public Opening – 5:30 – 7:30 pm
Awards & Recognition Presentation Steamboat Grand Hotel Steamboat Springs, CO 80487 (complimentary event)	Friday, May 29 Doors Open - 7:45 pm Ceremony – 8:00 – 10:00 pm
Hand-delivered paintings picked up by appointment	August 31 – September 4

Click buttons below for information or visit the National Exhibition page at:

https://www.oilpaintersofamerica.com/opa_show/2026-national-exhibition-convention/

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Questions?

Contact Liz Pusch at Lpusch@oilpaintersofamerica.com or 630.352.6554