

Submission guidelines for EOTE 4.20

- **Submission days:**
- **Wed. Dec 2nd, 3 to 6 pm, Thur. Dec 10rd, 12 to 3 pm**
- **3 entries** (single items or series) per student
- **A series can contain max. 6 items and is listed as one entry – one title – one price.**
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- **No late entries – no placeholders!!!**
- **Cut-off time = Thursday, 3rd of December, 3 pm for onsite submissions. DD-works need to be onsite by Wednesday, 2nd of December till 5 pm.**
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- **Please make sure, that your submission form is filled in completely (both parts). Full first and last name (no nicknames), level of study, contact details, item title, medium, price or NFS, signature.**
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- **There need to be hanging systems/display options provided with the submitted work! Even for a work submitted as - for example - a sheet of brown paper or an unframed photoprint, please provide bulldog clips or something considered suitable by the submission team.**
- **If you are unsure, please get in touch with the student facilitators or staff liaison: j.mueller-welschhof@tlc.ac.nz**
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- **Payment details – onsite shop credit or bank account**
- **Non-sold works by onsite students need to be picked up on Monday the 14th of December. Please make sure that you make arrangements for that!**
- **Unsold DD-Works send in by courier will be packed and send back in the week after the exhibition.**