

# Application Process

## Step 1: Submit application info and reference artworks

- Application form links:  
Google form: <https://forms.gle/HCR6ga36Z7Fp1eri7>  
Tencent form: <https://docs.qq.com/form/page/DSWJSbFdOd1NLeG1V>  
You may use either of the forms above.
- ❖ Please provide **three artworks** for us to assess your submission. It can be any theme, and doesn't have to be work that would be used in this exhibition. Please provide high quality images (feel free to watermark).
- ❖ Regular exhibitors\* with Nashehoa can contact us on WeChat or through Email directly, instead of filling out the form.
- ❖ \*Regular exhibitors=any artist who had exhibited with us at least once in the past.

## Step 2: Confirm your application

You will be contacted **one week after submitting the application form** on updates of your acceptance. If you don't hear from us within a week, please reach out to us directly. Artists who have been accepted into the exhibition are expected to **complete payment for the application fee within the week** of receiving the message. If we don't hear from you, we will assume that you have opted out.

For this open call, we accept a variety of mediums. This includes illustration, calligraphy, pottery, sculpture, photography, etc. If you're submitting a digital work, please print it out for the exhibition. If you're submitting film/video works, please prepare your own display equipment.

**\*Note: unfortunately, fresh flowers and degradable materials are not in the scope of artworks we can accept for this exhibition.**

2D works are required to be framed. **Artists can display any amount of artworks in a 100cm x 100cm space**, with individual works (frame included) no bigger than 83.3cm x 71.2cm.

Application fee:

(First time exhibitors with Nashehoa)

Application fee: 100 CAD / 550 RMB / 11,000 JPY

Installing fee: 150 CAD / 800 RMB / 16,000 JPY

Uninstalling fee: 150 CAD / 800 RMB / 16000 JPY

(Regular exhibitors)

Application fee: 85 CAD / 450 RMB / 9,000 JPY

Installing fee: 95 CAD / 500 RMB / 10,000 JPY

Uninstalling fee: 95 CAD / 500 RMB / 10,000 JPY

**We take 40% commission per sold artwork.**

### **Step 3: Prepare your exhibition work**

- Keep in contact with the curators, prepare materials for marketing and exhibiting.
- Artworks are required to be original work. If any copyright issues arise, we will remove the artist from the exhibition and the artist will take responsibility for the issue.

### **Step 4: Installing the exhibition**

For artists who choose to have staff install their works for them:

- Works that are shipping within Japan:
  - Artworks should be sent to the designated address in Japan **before November 13th, 2026**. The artist is responsible for the shipping fee.
- Works that are shipping from overseas:
  - Artworks should be sent to the designated address in Japan **before November 1st, 2026**. The artist is responsible for the shipping fee.

For artists who are installing on site:

- Please arrive at the designated address **on November 23, 2026** to install your artwork along with others.

### **Step 5: During the exhibition**

- Promote the exhibition
- Stay in contact with curators to ensure a smooth process

### **Step 6: Uninstalling the exhibition**

- For artists who choose to have their artworks uninstalled by us, we will ship your artwork to your designated address within two weeks after the exhibition has been uninstalled. Artists are responsible for the shipping fee.
- For artists who choose to uninstall their works by themselves, please arrive at the gallery **on November 29, 2026** to uninstall your artworks along with the others at the designated time and place.

### **Regarding Refunds**

Application fee:

- If the exhibition is canceled due to reasons caused by the organizer, the registration fee will be fully refunded; in other cases, no refund will be given.

Installation/uninstallation fee:

- If the work is not sent, the unused fee will be fully refunded
- If the work has been sent, we will deduct the fees that have been used, and the remaining fee will be refunded. The artist is responsible for the shipping fee for returning the artwork.