## **Step 3: Apply to WACC 126th Exhibition of Women's Art – Non-Members**

You are at the last step and nearly done-done! Contact Margaret at <u>margaret@TheBroochAndBangle.com</u> with questions.

3a. Click on Apply to Calls.

CaFÉ			•	We	lcome back, MA	RGARET OG OUT
MY CAFÉ ENTRIES	MY PROFILE	MY PORTFOLIC	APPLY TO CALLS	HECKOUT	CAFÉ HELP	LOG OUT
• • • • •						
Call Listings	anization or ait	h.				
WACC		ty				
r						224 Re

- 3b. Type "WACC" into the search bar and click on the magnifying glass to find our event.
- 3c. Fill in your media on the form.

	1		
		WACC 126th Exhibition of Women's Art	
		Contact Email: janwrites@fuse.net Entry Fee: (WACC 126th Annual Juried Exhibition) \$65.00 Entry Deadline: 3/31/2019	
			Fields in bold are required.
		FORM QUESTIONS	
		What is the media of this entry? Check one	
		Jewelry	
			1
	Γ	NOTE: After you save your application and when ready to Submit, WACC membe hand to redeem the coupon at the Checkout page. Contact janwrites@fuse.net if and need the coupon code.	rs <u>must</u> have the coupon code on you are a member in good standing
		\$50 — WACC members in good standing as of 12-31-18	
ase read! -	-	\$65 — Non-members	
ase read! -		\$65 — Non-members IMPORTANT: On the Checkout page, please check the box for \$65 re you are a member. When you do that, the member \$50 choice is shi	egardless of whether or not own. If you are a member,
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3e. At the bottom of the same page, your portfolio will be open. Select the media you want to include with your application. WACC only accepts photos.

CHOOSE WORK SAMPLES							
If you wish to add more work samples, upload media to My Portfolio							
REQUIREMENTS:							
IMAGES - Minimum: 1, Maximum: 2							
AUDIO - Minimum: 0, Maximum: 0							
VIDEO - Minimum: 0, Maximum: 0							
TOTAL MEDIA - Minimum: 1, Maximum: 2							
Please choose 1-2 samples							
Please choose 1-2 images							
Eye of the Bolt der Pendant							
Save Application							

3f. Check the boxes of the media you are selecting and click on **Save Application**.

3g. You are now ready to checkout, however you can preview your application or go back to make changes as well. Once you checkout, your application can no longer be changed. Click on **I'm Ready to Checkout**.

CaFÉ				Welcome back, MARGARE				
	MY CAFÉ ENTRIES	MY PROFILE	MY PORTFOLIO	APPLY TO CALLS	снескоит	CAFÉ HELP	LOG OUT	
	Your entry is ready for	submission.						
	I'm ready to check	out						
	You may preview or go	back to entry to	make corrections p	rior to checkout.				
	Back to Entry	Vie	w Preview					
	If submitting a body of	work, you may r	e-order work sample	es below prior to check	out.			

3h. Due to a technical issue, everyone needs to select the \$65 box to start with.

	CaFÉ				Wel	come back, MA	RGARET DG OUT
	MY CAFÉ ENTRIES	MY PROFILE	MY PORTFOLIO	APPLY TO CALLS	СНЕСКОИТ	CAFÉ HELP	LOG OUT
	CaFÉ Checkout						
	No cost entries must a	Iso proceed to ch	neckout to finalize su	ıbmission.			
	Once an entry has bee	en submitted, you	ı cannot make chanç	ges to it.			
,	WACC 126th Exh	ibition of Wo	omen's Art				
	\$65.00 WACC 120 Credit or debit, Pa	6th Annual Juried	d Exhibition s accepted				

3i. The option for WACC members to use a \$15 coupon code becomes available. Only members can have and use the coupon code (maybe you should consider becoming a member next year!).

	CaFÉ				Wel	come back, MAI	RGARET DG OUT
	MY CAFÉ ENTRIES	MY PROFILE		APPLY TO CALLS	СНЕСКОИТ	CAFÉ HELP	LOG OUT
	CaFÉ Checkout No cost entries must a	also proceed to ch	neckout to finalize su	Ibmission.			
	Once an entry has bee	en submitted, you	ı cannot make chanş	ges to it.			
	WACC 126th Exh	ibition of Wo	omen's Art				
	Sef5.00 WACC 12 Coupon code? Credit or debit, Pa	6th Annual Juried Apply Coupon ayPal, and checks	d Exhibition				
	Total \$65.00	1					
Г	Choose a method of Credit or debit (V	payment /isa/MC)					
1	PayPal Check						
	Proceed to Checko	out					

3j. Select your choice of payment. You will be charged the correct amount of \$65 when you click on **Proceed to Checkout**.

3k. Depending on your payment preference, the Checkout page opens up automatically for paying by check .... Type in your check number.

application(s).			iete payment and submit you	
Call for Entry	Description	Cost	Total	
WACC 126th Exhibition of Women's Art	WACC 126th Annual Juried Exhibition (With \$15.00 discount "WACC member" applied.)	1 x \$65.00	\$65.00	
			Grand Total:	\$65.0
Check Number	\$ <b>-</b>			
Submit Payment	Enter the number from the upper i	ight-hand corner of the pap	ver check.	

The Woman's Art Club of Cincinnati mailing address will be provided on the next screen. If your check is not received in time your entry will not be valid.

....or by credit card.

application(s).	lick the "Submit Payment" bu	tton below to comp	lete payment and submit your
Call for Entry	Description	Cost	Total
WACC 126th Exhibition of Women's Art	WACC 126th Annual Juried Exhibition	1 x \$65.00	\$65.00
			Grand Total: \$65.0
Name On Card			
Card Number			
	Enter card number with no hyphens	or spaces.	
Expiration	*		
Zip Code			
	Enter Zip or Postal Code at which ye	our credit card is billed.	
Security Code			
	Enter the 3-digit CVV number on the	back of your card.	

3l. Click on Submit Payment.

3m. Click on Print this Receipt. Then, click on Logout.



DONE! If sending in a check, do that now. Then you are DONE-DONE!