
5. Participation Guidelines

5.1 For preliminary selection, kindly ***E-mail*** the Application Materials to **kiae2026.submission@gmail.com** on or before **30 March, 2026**.

In the E-mail Subject line, please write: **Application Material 4th KIAE2026 / Your Nationality**.

5.2 **Categories:** Paintings, Drawings, Watercolour, Graphics, Photography & Digital Art.

5.3 **Maximum Admissible Size of Exhibits:** Canvas, 122×122 cm or 48×48 inches & Paper, 92×76 cm or 36×30 inches. No minimum size restriction. The size of the work is inclusive of frame.

5.4 **Maximum number of Works an Artist can exhibit:** 2 (two). An artist can also exhibit different categories of work. i.e. 1(one) Paintings & 1(one) Graphic work.

5.5 Application Materials should include **Images of Works** to be exhibited, duly filled & signed **SCHEDULE FORM** (Preliminary Round), **BIOGRAPHICAL INFORMATION** (Preliminary Round) & **Artist's Self Photo**. *Work Images should be (1500 / 2100 pixels @ 300 dpi) & Artist's Self Photo (236 / 295 pixels @ 300 dpi) in JPEG*. These 'Forms' are available in the KIAE website, under 'Application' menu. The proposed work/s, to be exhibited for '4th KIAE2026' should be created after 01 January, 2023.

5.6 Digital Signature is accepted. Artists have the option to print the above forms and fill it by hand also, and email the scan copy. The Organising Committee will send '**Notification Letter**' to the '**Selected Artists**' within 5 (five) to 7 (seven) days after receiving preliminary application. Selected Artist's will then need to confirm their participation by paying the requisite participation fee within the specified date in the selection '**Notification Letter**'. On successful payment of applicable 'Participation Fee' the 'Selected Artists' confirms their participation in '4th KIAE2026', which will be acknowledged by the organisers.

The 'Selected Work' must match with the photograph of the work send at the 'preliminary round'. If it differs considerably, it is likely to be rejected. Once the work/s is selected, artists should not change the work/s at his or her discretion. The change of works if any, for any reason should be agreed by the curatorial committee of '4th KIAE2026' which has the right to refuse or accept such requests. The Organising Committee of '4th KIAE2026' will refuse to accept any unselected works if they are posted / send to the Organising Committee. The Organising Committee is not liable to include those in the exhibition of '4th KIAE2026' nor they have any responsibility of keeping them or returning those work back to the artist.

5.7 **Submission of Actual Work:** Selected artists on successful payment of applicable participation fee confirms their participation in '4th KIAE2026'. The selected artists will be notified in due time (end of October 2025) when to dispatch their actual works. Artists will need to courier their selected works, so that it can be delivered at KIAE office, within the time frame mentioned in the notification. **Actual works will be received (any day) between 10 April, 2026 to 30, April 2026. Artists need to send by email the printed IDENTIFICATION SLIP, (Final Round) duly filled & Signed, while they dispatch their selected work.** The IDENTIFICATION SLIP should not be send inside the parcel, it should be emailed.

6. Payment Information

6.1 Payment of '**Participation Fee**' will be accepted via **PayPal**. It is not necessary to have a *PayPal* account in order to make payments via *PayPal*.

6.2 Participation Fee: 100 Euro(€) & 140 Euro(€), for exhibiting 1(one) & 2(two) works respectively. The 'Participation Fee' is non-refundable. Artists are requested to send the 'Payment Screenshot' or 'Payment Confirmation Receipt' via email. Receipt of Payment will be acknowledged within twenty-four hours or earlier by the organiser of '4th KIAE2026'. If, PayPal Payment is not possible which is unlikely though, alternative method of Payment towards 'Participation Fee' will be communicated. But that will attract 8% (eight percent) extra.

The PayPal Payment link for 'Money Request' will be communicated in the 'Selection Notification Letter' to artists whose work is selected for final display at the '4th KIAE2026'. Artists can directly pay (applicable participation fee) to **PayPal** ID: **info.kiae@gmail.com** only if their work is selected.

Artists are requested to send the 'Payment Screenshot' or 'Payment Confirmation Receipt' via email. Receipt of Payment will be acknowledged by the organizers of '4th KIAE2026'.

6.3 What is included in Participation Fee: KIAE organisers will provide temporary Frame, if works received in 'Rolled' condition. Sending works rolled will minimise shipping charge and provide additional safety during transportation. Each Artist will receive a 'Participation Certificate' and a 'Printed Coloured Catalogue' by 'EMS Speed Post' after the exhibition for their personal records. Return cost of transportation of Works to the Artist. by 'International Speed Post' (EMS). Press & Publicity of the exhibition in leading newspaper, electronic media, art magazines as well as publicity via Instagram and Facebook.