

### **Instructions how to upload your submission**

1. Create a folder and give it your name
2. Select image files and name them with your initials and the title of the artwork, then place them in the newly created folder.
3. Fill out the entry form, provide the list of artwork, and place both in the same folder
4. Compress the folder by creating a .ZIP folder
5. Upload the .ZIP folder
6. All non-Canadian artists, please use PayPal service to pay the \$ 40 USD entry fees
7. Within 2 – 3 business you will receive an email notification about the receipt of your submission
8. The entry fee payment will be confirmed by PayPal