



THE VISUAL ART OPEN COMPETITION RULES

Approved by the representatives of the Artists' Association of Finland on 15 June 2020

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1. PURPOSE OF THE COMPETITION RULES

The Artists' Association of Finland helps organisers of open art competitions to arrange high-quality art competitions with clear rules that run smoothly. The competition rules of the Artists' Association of Finland have been drawn up to promote the equal treatment of visual artists and facilitate acquisitions of high-quality works of art. The expertise of visual artists is put to use in open competitions by carrying out peer reviews of the entries.

In these rules, an open competition refers to a competition to which more than one artist is simultaneously invited to submit a proposal for the same site, and the number of participants is not limited. The opening of a competition is announced by public announcement.

These rules apply to open competitions, and the Artists' Association of Finland offers assistance in organising the competition and related communications. Exceptions are competitions organised by the Finnish State Art Commission, which follow the Commission's rules.

The Artists' Association of Finland has the right to accept an open competition that does not follow these rules.

2. FORM OF THE COMPETITION AND ELIGIBILITY

Calls to visual artists for **open competitions** are made by a public announcement. Any further details of eligibility must be included in the competition programme.

An open competition can be organised in **two phases**, in which case participants submit concepts and sketches in the first phase. Selected artists are invited to the second phase, in which the rules of the invitational competition apply.

Members of the panel, their immediate family, business partners or persons who have participated in their appointment, the competition secretary, the contact person and persons who have significantly benefitted from participating in the planning of the competition are not eligible.

3. ORGANISER

An open art competition can be organised by a legal entity, an organisation or an individual. The organiser is responsible for the

implementation of the competition and appoints a secretary and a contact person for the competition. The organiser may wish to be assisted by a public art expert.

4. PANEL

The organiser and the Artists' Association of Finland appoint a panel of judges, which must have an odd number of members. The panel appoints a chair from among its members.

At least two of the panel members must be full members of the Artists' Association of Finland's member associations, and they are appointed by the Artists' Association of Finland. The artist members' responsibility is to assess the artistic quality and feasibility of the competition entries by means of peer review.

The organiser nominates the other members of the panel and is allowed to nominate a third professional artist as an artist member. The number of votes that the artist members of the panel have will be weighted so that when they are unanimous, they have a majority of the votes.

If deemed necessary, the panel may consult experts who do not take part in the judging.

Panel members and participating artists are prohibited from having private negotiations or discussions on matters relating to the competition during the competition.

5. CONTACT PERSON

An external contact person is appointed for each competition; this person may be a representative of the Artists' Association of Finland, for example. The contact person acts as an intermediary between the participants and the panel and is bound by an obligation of confidentiality.

The contact person may not act as a competition secretary or take part in the activities of the panel.

6. CALL FOR ENTRIES AND COMPETITION PROGRAMME

A call for entries is a notice that informs the public of an open competition and invites artists to participate in the competition. A call

for entries includes the organiser of the competition, the purpose and object of the competition, the prizes, the composition of the panel, the deadline for entries, how and where entries are submitted and the competition rules.

The competition programme is drawn up by the organiser. The programme is checked and approved by the Artists' Association of Finland before the call for entries is published.

A clear and unambiguous **competition programme includes:**

1. The competition's organiser, purpose and implementation schedule.
2. A description of the competition environment and site. Relevant material describing the area and a related art programme are attached to the competition programme if an art programme has been produced.
3. Provisions on eligibility.
4. The budget for the work of art.
5. An estimate of the duration and life cycle of the work.
6. Sketches, materials, drawings, models and descriptions required to explain the idea of an entry as well as information on sizes or scales to be used.
7. Prizes and any honourable mentions.
8. The composition of the panel and evaluation criteria.
9. The deadline, method and location for submitting entries.
10. Any notes on secrecy of the competition.
11. A clause explaining that artists retain the copyright and ownership of their proposals.
12. A mention that participants can ask questions about the competition programme and process by a certain date. Information about who to address any questions to and where the answers are published for all to see by a certain date before the submission deadline.
13. Information about the deadline by which all entries must be collected once the competition is over.
14. Information about the rules to be followed and the date of approval of the competition programme.
15. Details of a public vote or post-competition exhibition if one is to be held.
16. Information about tax exemption granted for the art competition if it has been applied for and granted by the Arts Promotion Centre Finland.

If any changes or additions need to be made to the competition programme during the competition period, this must be communicated no later than 14 days before the end of the competition period, and the competition period must be extended by 14 days. Changes or additions are announced in the same way as the call for entries.

7. SECRECY OF THE COMPETITION

Entries submitted for the competition and the related description need to be marked with a pseudonym, which must not refer to an actual person or the name of the team.

Entries are not allowed to reveal the artist's or the team's name or contain any other details that could reveal the artist's or the team's identity. The artist's name and contact details are submitted in a sealed envelope with the pseudonym written on it or by other technical means described in the competition programme. If an entry is submitted by a team, the names and contact details of all team members together with the details of the copyright holder need to be provided.

A participant is allowed to submit several entries under different pseudonyms unless otherwise stated in the competition programme. Entries must not have been published elsewhere earlier unless otherwise stated in the competition programme. Participants are not allowed to publish or share their entries in any media during the competition.

8. JUDGING THE ENTRIES

The organiser takes care of receiving the entries, making a note of the time of receipt and sending confirmation of receipt to the participants. If the identity of the artist can be inferred from an entry or any accompanying material, the details revealing the identity are deleted before the entry is submitted to the panel.

The panel makes its decision no later than one month after the end of the competition period, unless otherwise stated in the competition programme. The Artists' Association of Finland is informed of the decision, and it is published in the same way as the call for entries.

The panel carries out its activities in secret during the assessment process.

The panel may, if it so wishes, authorise the secretary to handle items 1–2 below or appoint a smaller working group to handle items 1–3 below. The working group must include at least two artist members of the panel.

PANEL:

1. Makes a note of the material submitted by each participant.
2. Checks that the entries comply with the provisions of the competition programme. An entry is removed from the competition:
 - if it has not been submitted by the deadline specified in the competition programme;
 - if it does not comply with the provisions of the competition programme.The decision to remove an entry is always made by the panel.
3. Examines the entries in detail and ranks them according to their merit. The highest category must contain at least as many entries as there are prizes in the competition.
4. Draws up a written review of the entries to be awarded a prize, taking into account the pre-defined criteria.
5. Sets the prizes and confirms the order of the winners.
 - A vote is taken if the members of the panel disagree. Matters are decided by a simple majority. The number of votes that the artist members of the panel have will be weighted so that when they are unanimous, they have a majority of the votes.
6. Opens the envelopes with the pseudonyms of the winning entries.
 - The envelopes are opened so that another entry can be awarded should there be a reason to disqualify a winner, in which case the entry in the next place is awarded the prize.
7. Draws up a report, signed by all its members, containing a list of all entries, written assessments and the grounds for awarding the prizes as well as the reasons for any removal of entries, information about any vote taken, dissenting views and the result of the vote. The report must state if the panel recommends an entry to be implemented. If a working group was appointed, it draws up a report on its activities, which is attached to the competition report.

A copy of the competition report with appendices and photographs of the winners and runners-up is submitted to the Artists' Association of Finland, which had approved the programme. The Artists' Association

of Finland files the report in the visual arts competition archive.

The organiser is obliged to destroy any material and uncollected entries that have not been collected by the deadline specified in the competition programme.

9. COPYRIGHT AND PUBLIC USE OF THE ENTRIES

The copyright of the competition entries remains with the artists.

The organiser has the right to use and publish material of the winning entries, such as images, for non-commercial purposes in its communications free of charge when the communication concerns the competition or the art project in question. Separately agreed royalties must be paid for the use of entries that were not awarded any prizes. The exceptions are a possible public vote and displaying entries in an exhibition.

The organiser may, if it so wishes, display all entries submitted to the competition for the purpose of a public vote, provided that the duration and method of the public vote are specified in the competition programme. The panel is not bound by a public vote.

Once the winners have been selected, the organiser may, if it so wishes, display the competition report and either the winning entries or all entries in public. The conditions for displaying entries are specified in the competition programme. It is recommended that an exhibition is held to accompany competitions that are notable at the regional or national level.

Any use of material under copyright other than that described above must be agreed separately with the artist or Kuvasto ry, which represents the artist. The organiser does not have the right to transfer the rights to a third party. The proprietary right to the entries remain with the artists.

10. COMPETITION COSTS

The organiser is liable for the costs of organising the competition. Prizes, fees and reimbursements are paid no later than two months after the closing of the competition.

PRIZES

The organiser makes a decision on the prize amounts before the

competition is announced. When determining the prizes, the scope of the competition, the degree of complexity and the material requested from the participants are taken into account. The Artists' Association of Finland provides guidelines for determining the prize amounts.

The prizes and places announced in the competition programme are awarded if the number of accepted entries that have been submitted to the competition within the deadline corresponds to the number of prizes. The panel has the right, by a unanimous decision, to determine the distribution of prize amounts differently from those specified in the competition programme. If there are fewer entries than there are prizes in the programme, the panel decides which prizes are awarded and the amounts of each prize.

REMUNERATING THE MEMBERS OF THE PANEL

The organiser pays a fee to each artist member of the panel, which is agreed on a competition-by-competition basis, taking into account the scope of the competition, the degree of complexity and the time required. The artist members are also reimbursed for their travel expenses. The Artists' Association of Finland provides guidelines for determining the fees.

FEE PAYABLE TO THE ARTISTS' ASSOCIATION OF FINLAND

The Artists' Association of Finland approves the competition programme, and the organiser compensates the Association for assisting the organiser, managing the competition, acting as a contact person, if applicable, and sharing information. The fee is agreed on a competition-by-competition basis.

11. COMMISSIONING A WORK OF ART

The organiser decides on the commissioning of a work of art. The organiser has the right to commission a work of art on the basis of an entry from an artist who won a prize or was placed in the competition. The decision to commission a work of art must be made within one year of the closing of the competition. The commissioner draws up a separate agreement with the artist for the execution of the work.

An artist who participated in the competition but was not awarded a prize or an honourable mention is not allowed to execute a work of art that was submitted to the competition.

12. COMPLIANCE WITH THE RULES AND PROTECTION OF PERSONAL DATA

The organiser undertakes to comply with the competition rules and the competition programme. If the organiser fails to comply with the competition rules or the competition programme or discloses the name of an artist whose entry was not awarded a prize, the organiser is obliged to pay compensation to the artist, the amount of which is the same as the lowest cash prize in the competition.

By participating in the competition, the artists agree to follow the competition rules and the competition programme. Any artist who fails to comply with the rules or the competition programme will be banned from the competition.

The Artists' Association of Finland demands that the organiser processes participants' personal data in accordance with EU and national data protection legislation when carrying out the competition and delivering the prizes. Personal data must be collected from data subjects themselves when they submit their entries to the competition. Personal data may not be disclosed to third parties or used for any other purposes. Personal data must be deleted as soon as the competition process has finished completely and the personal data are no longer needed.

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