

Digital Entry Instructions

There are 6 steps to our digital entry procedure. You may stop at any time and return to complete simply by logging on again. Please be aware that all six steps must be completed and payment received by the deadline for your entry to be valid.

These instructions may be downloaded in pdf form and printed out for your reference. [Download here.](#)

Step 1. REGISTER or SIGN ON.

If you have entered a MarinMOCA juried exhibition previously online, your prior email and password can be used again. [Simply log on here.](#) After logging in, you will be given the opportunity to go to Step 2. If you do not have a login, please use the form on the left to register. You will be given an artist entry number. **Please make note of your number.**

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Step 2. SELECT.

Click on the name of the exhibition you would like to enter and follow the instructions for entry. If you have entered previous MarinMOCA exhibitions and would like to use digitals previously uploaded, you will be given an opportunity to select those digital files to enter.

Step 3. UPLOAD.

Prepare your images to the following specifications:

Image file size and naming requirements:

Format: JPG

Resolution: 72 dpi, approximately 2500 in largest dimension

Size: Approximately 2.0 MB for each image

Color Mode: RGB

Submit only one digital image for diptychs, etc.

Step 4. REVIEW.

After uploading all your digital files, you may view your entry files by clicking on the link 'see jury view'. You may also print out a copy of your entry by clicking on 'print entry'.

Step 5. SUBMIT.

To submit your images, click the submit button. Do not click the Submit button until you are satisfied with your entries as this is final and you will be unable to change your entry after clicking this button.

Step 6. PAYMENT.

Entry fee for Non-Members is \$35 for up to 3 entries or \$50 for up to 5 entries. For members of Artists of MarinMOCA: \$30 for up to 3 entries or \$45 for up to 5 entries.

Diptychs and triptychs count as one piece. This fee non-refundable and checks must be RECEIVED within 5 days of your online entry. See prospectus for all additional instructions.

After clicking the submit button, you can proceed to the final step, Step 6. Be sure to complete this step as your entry will not be valid until payment is received.