Hello all, it's almost time for the BFAL Spring Show!

This year's show will be held on **Saturday February 21, 2026**, and will be judged by **Carl Dalio**.

Entering artists must go through the following steps to register and properly submit art for the show:

Step 1. **Fill out a paper copy of the Show Registration Form.**

I have attached a copy of this form to this email, for printout. Copies may also be obtained at the Downtown Art Gallery in Brenham.

Step 2. **Mail the completed Registration Form, along with applicable fees, to the Downtown Art Gallery.**

IMPORTANT:

This must be mailed in a timely manner: **Should be POSTMARKED BY FEBRUARY 9th, to ensure that it is received by Feb.16**. The mailing address for DAG is found at the bottom of the registration form.

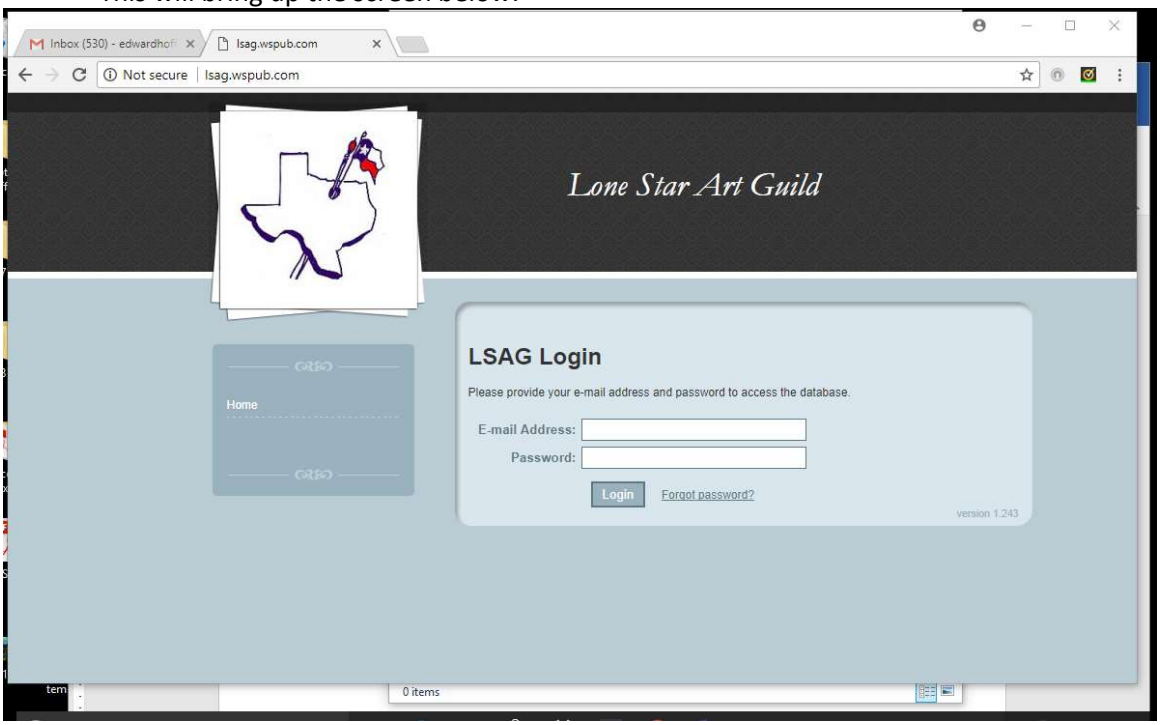
Step 3. **Enter your artwork into the LSAG database, per the instructions below Step 4.** This is needed in order for Anne Gaines to print out the required ID tags, check-in list, and judge's sheets for our show. **This should be completed by Tuesday February 10.**.

[NOTE: if you do not have an email address, or if you do have an email address but need assistance in entering this information per the instructions below, contact Charles Sappington at 760.275.7864].

Step 4. **Bring in your artwork entries to the Downtown Art Gallery in Brenham,** on Friday February 20 between 10 am and 4:30 pm, and on Saturday February 21 between 8 am and 10 am.

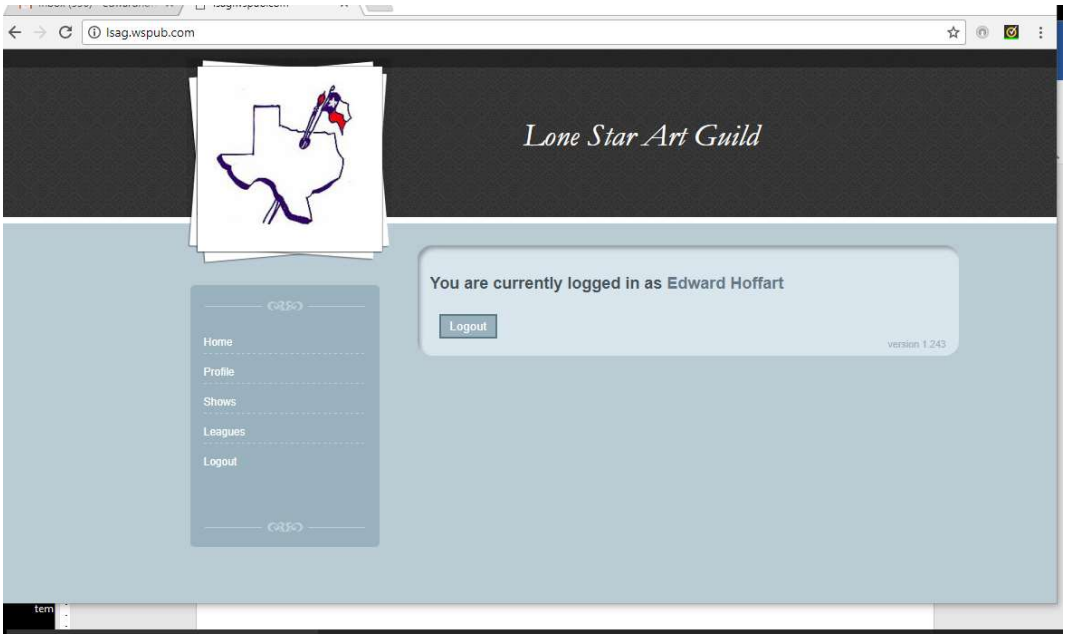
LSAG database instructions, for entry of submitted artwork for the BFAL Spring Show:

3a. On the address bar of your internet browser, enter "lsag.wspub.com", and hit the enter key. This will bring up the screen below:



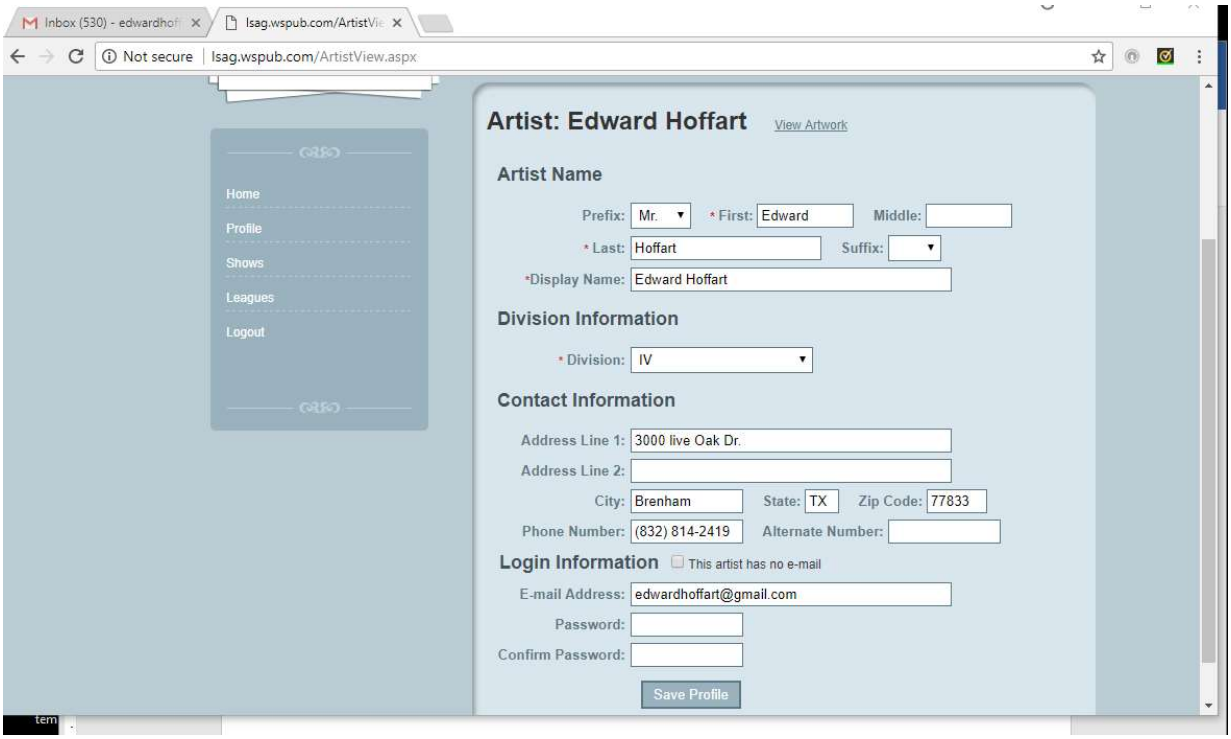
Screen 1

3b. Enter your email address and password in the fields shown. This will bring up the screen below:



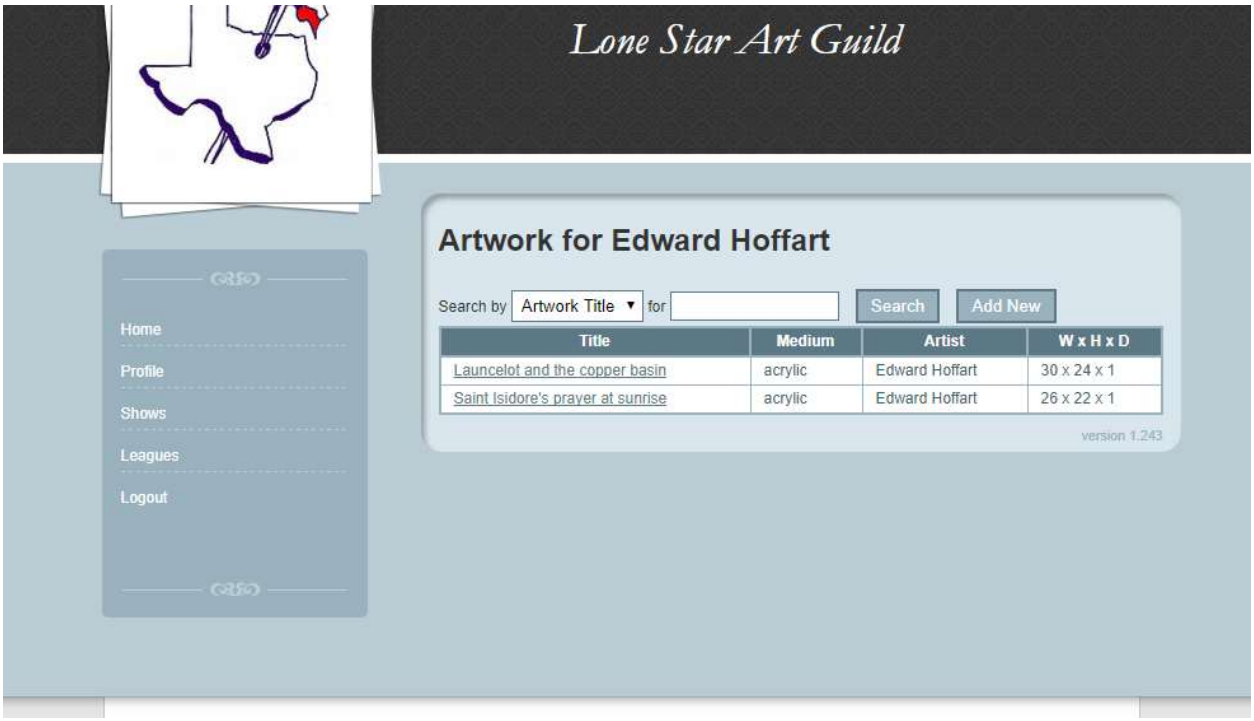
Screen 2

3c. On the menu list on left side of page, click on "Profile" (or, if you had already added your name to the database in a previous year, the tab will say "Artist Information" instead of "Profile"). This will bring up your personal profile, which should already be in place in the database, and which should look similar to the
Screen below:



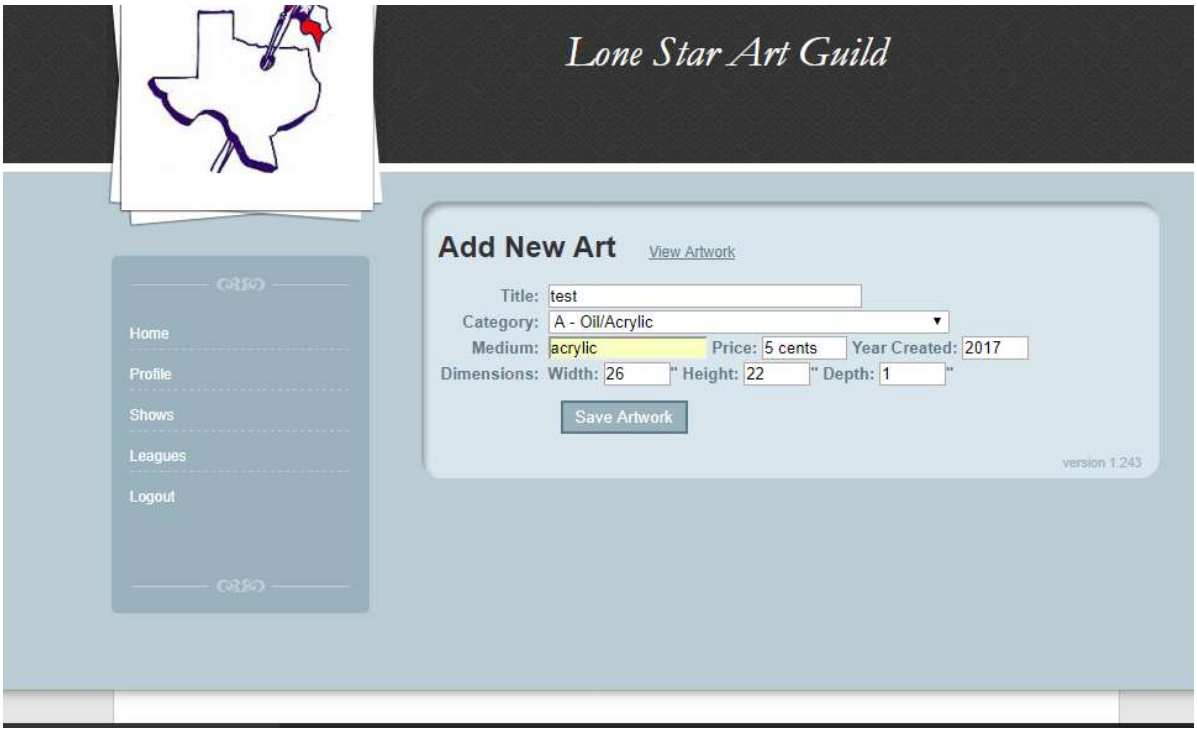
Screen 3

3d. At the top of this screen, to the right side of Artist's name, click on the link "View Artwork", which will bring up the screen below:



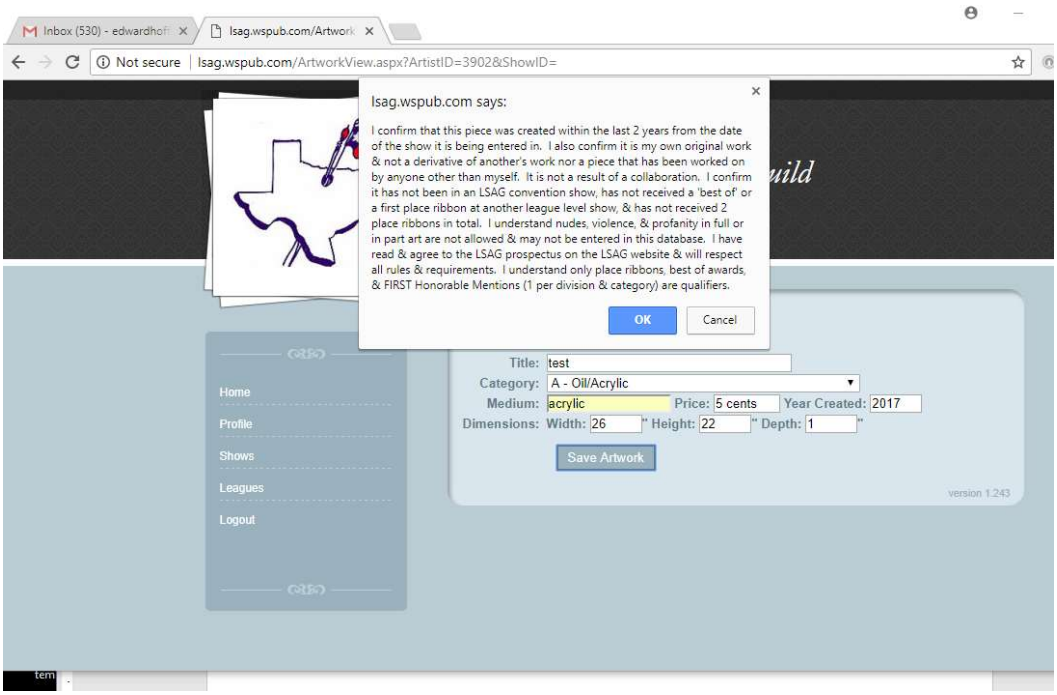
Screen 4

3e. At this point, all of the artwork fields (above screen) should be blank. To fill in the field for a piece of artwork you wish to submit, click on the tab on far right of screen "Add New". This will bring up the following screen below:



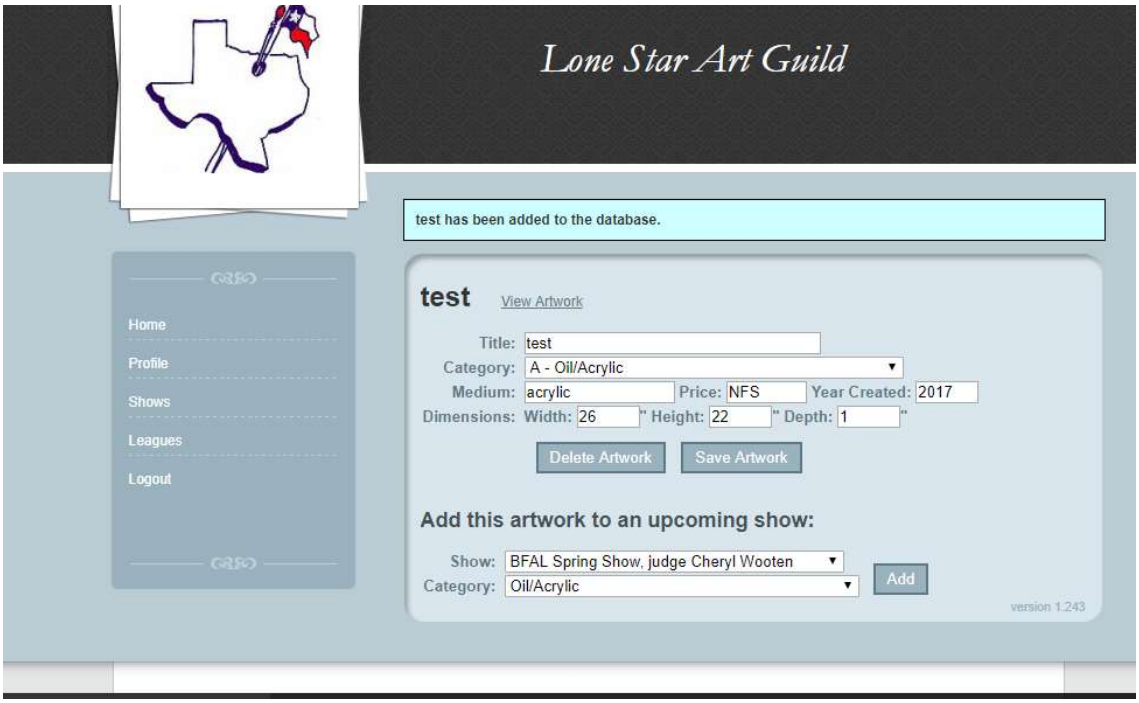
Screen 5

3f. Fill in the blanks fields with information on your artwork as shown in the example above (Screen 5). For the "Category" field, click on the down-arrow on right side of that field, and it will list your choices for category. Click on the one you wish to select. After you have filled in all the fields, click on the tab "Save Artwork". This will bring up the following screen below:



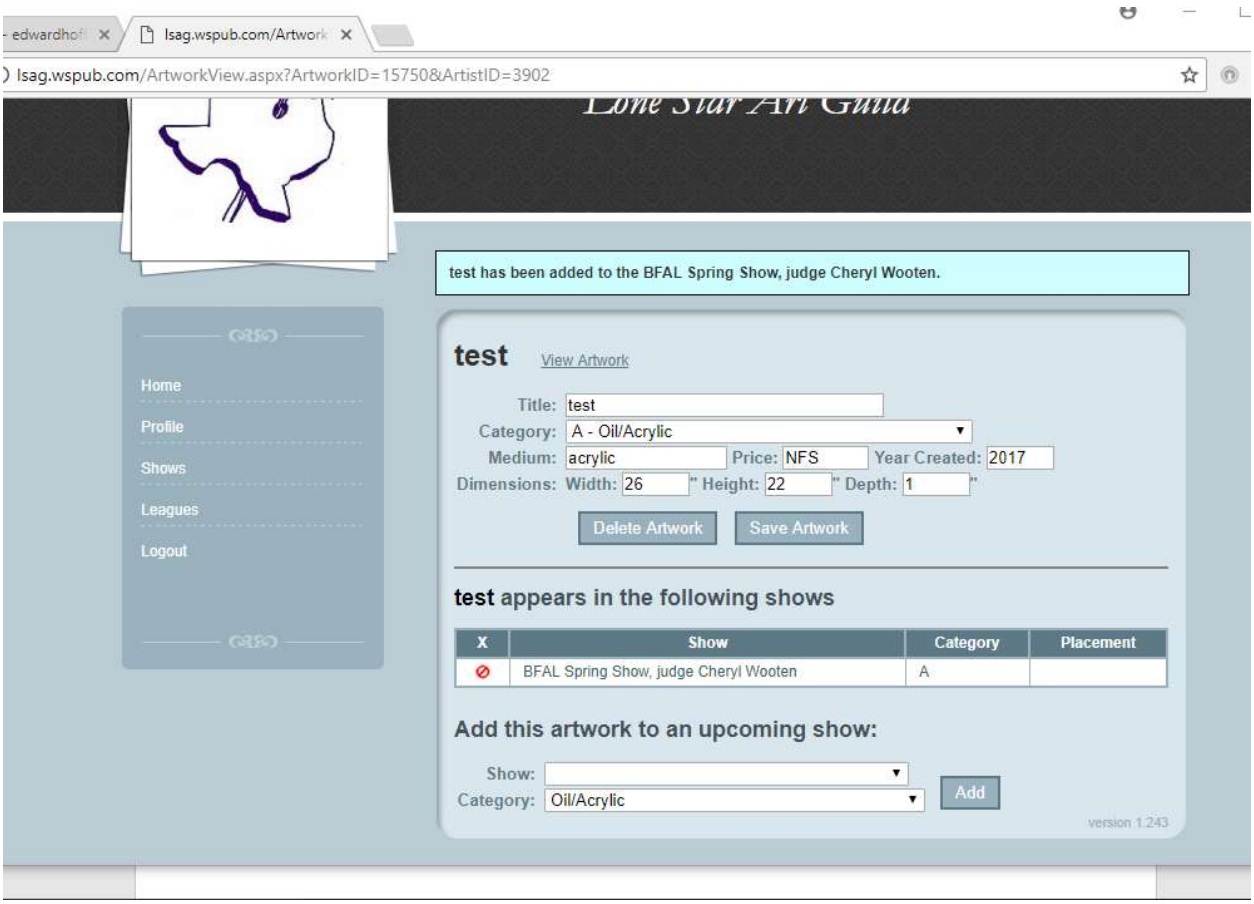
Screen 6

3g. The white box is a reminder of the submission rules for LSAG shows. Once you have read it, affirm that you are in compliance by clicking on the tab "OK". This will bring up the following screen below:



Screen 7

3h. To specify in which show you are entering this piece of artwork, go to the bottom half of this screen, and click on the down-arrow inside the field "Show". It will bring up a list of the affiliated local club shows. Select the BFAL spring show (in this case "BFAL spring show – judge Susan Sheets"). Then click on the "Add" button to the right. This will bring up the next screen, below:



Screen 8

3i. Note the message at the top, which in this example, tells us that the "test" artwork has been added to the BFAL spring show. (Do not click on the red dot next to the show; it's supposed to be there). To add another piece of art, go to the menu on the left side of the screen, and click on "Profile" or "Artist Information". This will take you back to Screen 3 of these instructions to repeat the process. You can repeat this procedure for as many pieces of art that you wish to enter in the show.