

Association of Sussex Artists Exhibition 2017.

Non-Members Guidelines – Paintings/Drawings

Exhibition Dates.

Receiving Day - **Sunday 13th August** (paintings between 10am-12pm, 3D between 12pm-2pm)

Private View and Party at 6.30.p.m. – **Thursday 17th August**

Exhibition opens to the public – **Friday 18th August** (10.30am to 5pm)

Exhibition closes (3pm) and removal of all work (between 4pm-6pm) – **Saturday 26th August**

Final time for removal of unsold work – **Sunday 27th August** (10.30am-12pm)

Number of Works.

Each artist may submit up to 2 paintings/drawings. All works must be for sale and priced in whole pounds. The following items will not be accepted, - any form of printmakings (such as lino, wood cuts, etc.), photographs, etchings, commercially produced prints or digital works.

Presentation and Labelling of works.

Works must be securely framed, **with D-ring** fixings and a taut cord attached ready for hanging. Please ensure any sharp edges on the back are covered with tape. (Please see image below). Clip frames, frames with unprotected glass edges or frames with an existing strut or stand are **not** acceptable.

Oils and acrylics on box canvases are acceptable unframed, but please ensure the sides are neat with no staples or tacks down the sides. Work that is not properly secure or without cord **will not be hung**. All exhibits should be clean and ready to exhibit. **Poorly framed work may not be accepted.**

Each work must have 2 labels – one attached to the back of the picture and one tie-on label to hang over the front of the picture, for cataloguing purposes. Using CAPITAL letters, both labels should show the TITLE, MEDIUM, PRICE, ARTIST NAME and ADDRESS. (If you would prefer, you may include an email address instead of a postal address).



Back of a framed work using D-rings taken from a tutorial on the following website:

<http://makingamark.blogspot.co.uk/.../how-to-hang-picture-usi...>

Receiving Day.

Paintings must be delivered to the Drill Hall, Horsham, RH12 1JF on Sunday 13th August between **10am and 12pm**. If you wish to submit both 3D works and

paintings, please contact the Secretary to discuss a suitable delivery time of these works, so only one visit for handing in is required.

Commission.

Commission of 20% will be deducted from the sale price of all works sold.

Selection and Conditions.

All work will be judged by a selection panel, to ensure the Association maintains a suitable standard of work. Artists will be notified by email or post, by Thursday 17th August giving the outcome of the selection process. The decision of the Selection Panel and the Association is final.

The insurance of work is the artists' responsibility. No responsibility will be taken by the organisers for any loss or damage to work during the Exhibition, but all reasonable care will be taken.

The Committee has the right to reject works that do not meet the stated requirements.

Copyright.

Copyright of all work is retained by the artist. For the benefit of artists and purchasers, this is stated in the catalogue. Photography is prohibited at the Exhibition. However, some photography may take place with the Committee's consent for publicity purposes.

Collection of Works.

Unselected works may NOT be collected during the Preview Evening, but may be removed at any time while the exhibition is open to the public, (10.30am to 5pm daily).

The exhibition closes at 3pm on Saturday 26th August, **NO** work may be collected until **4pm**.

All unsold works may be collected from the back door of the Hall, on **Saturday 26th August between 4.p.m. and 6.p.m.** OR on the following **Sunday 27th between 10.30.a.m and 12noon**, after which we no longer have use of the Hall.

We are unable to store work after the final collection time. If someone is collecting for you, please make sure they have a full list of what they are collecting, together with your written authority.

(Buyers collect their purchases from the front door).

Handling Fees. There is a **non-refundable** handling fee of £5 per picture, to be sent with your entry form.

Please make cheques payable to the "Association of Sussex Artists".

How to Find the Drill Hall.... for directions and map please see our website

www.associationofsussexartists.co.uk

Entry forms must be received by 1st August at the address specified on the Entry Form.

Late entries will not be accepted.