



INFORMATION SHEET: SUMMER EXHIBITION 2024

Friday 16th August to 26th August

Please read this information sheet before completing your entry form online

1. HAND-IN

Friday 16 th August	9.30am to 10.30 Hand-in of artwork at the Public Hall, maximum of 4 framed /3D and 4 unframed items (see below information on SPARES under Pricing)
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2. CATEGORIES

On your online form, please select the category that best fits each piece of your artwork

Watercolour/Gouache	Oil (inc. water mixable oil)	Acrylic
3D (inc.Sculpture/ Pyrography / Glass)		Mono-Print/ Original Print/ Line and Wash
Textiles, Mixed Media or Collage		Pencils (inc. graphite and coloured pencils)/ Charcoal/ Pastels

3. PRICING FRAMEWORK Please note the Pricing Units

Framed Exhibits Minimum Price:	£40	Pricing Units:	£5	Max of FOUR to be submitted , including one not for sale if wanted. Total should not exceed 4'x4' of screen space.
3D Exhibits Minimum Price:	£10	Pricing Units:	£5	Plus three replacements may be submitted at Hand-In for storage.
Unframed Exhibits Minimum Price:	£15	Pricing Units:	£5	Max of FOUR . Plus up to three replacements may be submitted at Hand-In for storage.
Cards (individual and packs) Minimum Price:	£2.00	Pricing Units:	50p	Max of 50

4. YOUR SELECTION OF EXHIBITS

FRAMED WORK AND 3D - Artwork that has previously been submitted for judging at a Summer Exhibition cannot be resubmitted, but can be submitted as a SPARE not subject to judging. Artwork that was submitted in a Spring Exhibition, and therefore not judged, may be submitted for the Summer Exhibition.

UNFRAMED WORK - This can be repeatedly exhibited in both Spring and Summer Exhibitions. In addition, a piece of work can be exhibited as 'unframed' in the Spring exhibition and 'framed' in the following Summer Exhibition, or vice versa.

PRINTS -

-All monoprints are acceptable

-Etchings/ woodblocks/ lino prints, etc. – one only, not multiples of the same image; if sold they cannot be replaced with the same image but can be replaced with something different

-No giclée or photographic prints

CARDS - These can be printed repeats, wrapped individually or in packs of 2 or 4.

**Please note: There is no charge for exhibiting items for sale
There is no charge for exhibiting Not for Sale work
The Art Club takes commission of 20% on all work sold**

5. EXHIBIT STANDARDS

We regret that exhibits not meeting the set standards will be refused

FRAMED WORK

1. All boxed canvases are classed as framed pictures and must be painted along the edges
2. Pictures must be sealed along all sides; clip frames are not acceptable (see Framing Standards below)
3. All pictures must have secure D rings/eyelets and tight strings
4. All work must have at least the **TITLE and Artist's NAME** on the back.

3D WORK

1. Must have a label with the **TITLE and Artist's NAME** attached underneath

UNFRAMED PICTURES

1. Must be mounted on a clean, stiff back and individually sealed in cellophane to protect the work
2. Must have a label on the back with the **TITLE; MEDIUM; PRICE; Artist's NAME**

CARDS

1. Individual and/or packs of cards must be sealed in cellophane, with **PRICE** on the front **and Artist's NAME** on the back

Please note: The Club will be preparing typed labels to affix next to your Framed and/or 3D piece(s). The details on your Entry Form will be used for this label; hence no last-minute changes of price, title or medium will be possible.

FRAMING STANDARDS FOR PICTURES

1. Put your completed artwork in its frame and, using framing tape, seal along all 4 sides across the back.
2. Attach D rings/eyelets to the back of the frame 1/2 of the way down from the top. Attach tight string or wire across your D rings/eyelets. Your artwork will hang off the string/wire. Make sure it is strong and secure enough to take the weight.
3. Inadequately framed works cannot be accepted.



LABEL REQUIREMENTS FOR FRAMED/3D WORK

Adhere your information to the back of your work, consisting of (at least) your **NAME** and **TITLE OF THE WORK**. This will be kept on the artwork and sent to its new home with the buyer.



Examples of how to adhere your information. You may wish also to include i) your contact details/ studio email address/ contact tel. or website details alongside your name and title of work.; and ii) a mini-bio with/without a photograph of yourself.



Example of how your artwork will be displayed. Your details are on the back, and the label produced by us - using the information on your Entry Form - will be on display.

6. REPLACEMENTS

In order to create selling opportunities, we will be removing sold artwork from display at the point of sale. This will be replaced immediately, as follows...

FRAMED WORK - If you have sold a piece of framed artwork, we will replace this with your spare artwork held in storage at the exhibition. If you have not provided a replacement for framed artwork at the point of hand-in, or if it has been sold, we will replace with another artist's work.

UNFRAMED WORK – as above.

7. CARD SUBMISSIONS

Cards can be printed from your original artworks or be hand created. A maximum of 50 cards per member, which can be a mixture of individual cards and packs. Sales commission will be 20%. Whilst the utmost care will be taken to safeguard your cards, they are on sale at your own risk.

Note: Cards must be delivered at the same time as artworks for the Exhibition.

CARD STANDARDS

- **INDIVIDUAL CARDS**

-All individual cards must be accompanied by an envelope and placed in a cellophane bag.

-Cards must have your name clearly on the back with the individual price displayed neatly on the front of the cellophane bag.

- **PACKS OF CARDS**

-2 per pack (either 2 the same or 1+1 back to back)

- or 4 per pack (either 4 the same or 2+2 back to back)

-All packs of cards must be accompanied by the appropriate number of envelopes and wrapped as a pack in a cellophane bag.

-Packs of cards must have your name clearly on the back with the number of cards and overall price of the pack displayed neatly on the front of the cellophane bag.

-Individual cards and packs to be priced from a minimum of £2.00 and upwards in 50p units. To ease administration of the online form, a maximum of 2 price categories of your choice is offered for individual cards, and 1 price category per pack.

No replacements may be made for cards sold during the Exhibition.

For **INDIVIDUAL** cards:

Front: Attach a small price label to the top right corner. For example: 1 card @£2.50

Back: Include an artist name label/card on the back.

Wrapping: Place each individual card in a cellophane bag



Front

Back

FOR PACKS of cards:

Front: Attach a small price label to the top right corner.

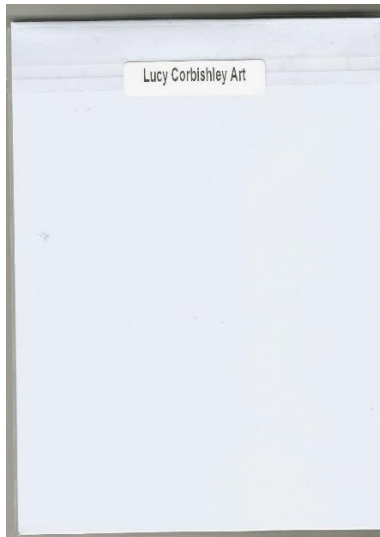
For example: **2 cards @ £4.00**

or **4 cards @ £8.00**

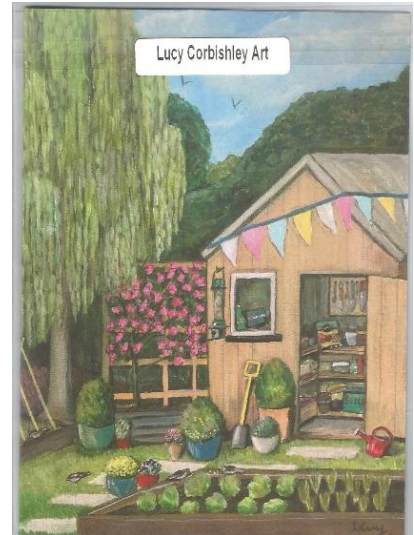
Back: Include an artist name label/card on the back



FRONT



BACK for multi-packs
of the same design



BACK for multi-packs
of different design

For multi-packs of 2 or 4 cards of the same design, place cards with their envelopes to the back in one cellophane bag.

For multi-packs with 2 different designs, place envelopes in the middle to showcase both designs of card with design 1 facing the front and design 2 facing the back.

Please note:

Insurance: BSAC is covered *for Public Liability only* under SAA insurance. This does not cover individual artwork for loss or accidental damage.

If you have any questions about the exhibition or the forms, please contact
Liz (E.J.Dunne@exeter.ac.uk)
and I will do my best to help you.