

BUCKINGHAMSHIRE ART SOCIETY



SPRING OPEN EXHIBITION 2018 INVITATION TO ARTISTS

You are invited to submit work, in accordance with the following terms and conditions, to the Society's forthcoming exhibition. Part 1 of this invitation contains all necessary Information for Artists. Part 2 contains the Entry Forms. Part 3 contains the 'Offers of Assistance' rota. Part 1 is for your retention. **Parts 2 & 3 must be completed and returned to the Exhibition Secretary as requested.**

This is an open exhibition and non-members are invited to submit work for selection. All work submitted by Members is also subject to selection unless used for publicity by prior arrangement. Work submitted by Honorary Members is not subject to selection.

1. INFORMATION FOR ARTISTS

EXHIBITION VENUE

The Fitzwilliams Centre, Windsor Road, Beaconsfield HP9 2JW

EXHIBITION DATES & TIMETABLE

Deadline for receipt of entry forms:	Thu	5 th	April
Handing In:	Thu	19 th	4:30 to 6:00pm
Selection:	Thu	19 th	6:00 to 8:00pm
Hanging:	Fri	20 th	9:30am onwards (4-5 hrs.)
Preview:	Fri	20 th	6:30 to 9:00pm
Public Opening Times:	Sat	21 st	10:00am to 5:00pm
	Sun	22 nd	10:00am to 5:00pm
Collection of ALL Works: *	Sun	22 nd	5:00 to 7:00pm
Final Clearing:	Mon	23 rd	8:30 to 10:00am

* Work not collected by the designated time will be stored at the owner's risk at a charge of £1 per item per day.

MAXIMUM NO. OF ENTRIES & SUBMISSION FEES

Artists may submit work in accordance with the table below. Submission Fees are non-refundable and must be paid by cheque included with your entry forms. Please make cheques payable to *Bucks Art Society*.

BAS will deduct commission (see Entry Form) on all sales except cards.

<i>See notes below for further definition of the acceptability of work.</i>	Honorary Members	Members	Non Members
Framed works for hanging and large 3D works	2 items (no fee)	5 items @ £4 ea.	2 items @ £6 ea.
Unframed browser works (incl. giclee prints) and small 3D works (20cm or less)	4 items (no fee)	4 items @ £1.50 ea.	
Greetings Cards (no commission deducted)	Max. 10 (no fee)	Max. 10 @ £2 total	

ACCEPTABLE WORK

General

- All work must be original work by the submitting artist.
- Only work listed on the entry form will be accepted.
- All work must be for sale and delivered to the venue ready to hang or stand.
- Artists must remove all protective packing materials prior to handing in.
- Submitted work must NOT have been previously exhibited at any BAS exhibition.
- If any work exceeds *one metre* in any dimension it must be noted as such on the entry form. Every effort will be made to hang all selected work but larger work can only be displayed if space permits.
- Members are reminded that they must have paid their annual subscription to qualify.

Acceptable Media

- Paintings, drawings, sculpture and fine-art 3D work (including ceramics) and original prints (by any acceptable relief, intaglio, screen print or lithographic process) in limited editions up to 100 maximum.
- Unframed signed and numbered limited edition giclée reproduction prints are allowed and must be clearly marked as such. They will be displayed in a separately labelled browser.
- Artworks which incorporate photographic or digital processes as part of the artwork are permitted.
- Photography and mass produced prints or reproductions of any kind are NOT permitted.

FRAMING & PRESENTATION OF WORK

- All frames must be robust, fit for purpose and strung using an appropriate picture cord, preferably nylon, securely tied to D-Rings screwed to the back of the frame. Cord or wire should be strung tightly. If metal wire is used the exposed ends must be wrapped with framing tape or equal to prevent damage or injury. Hanging mechanisms must be capable of safely carrying the weight of the work.
- Frames must be of presentable appearance and of saleable quality as befitting a professional exhibition. Bare metal frames and clip-art frames are not acceptable.
- If non-reflective glass is used it MUST be of museum quality.

- Unframed canvases strung in accordance with the above criteria will be accepted as framed work if painted around the edges and neatly finished with no visible finger marks, holes, staples or nails etc.
- Bucks Art Society reserves the right to refuse any work which is deemed unsuitable or inappropriate, or is considered to represent a risk to persons or property.
- BAS will have a committee member in attendance at the unwrapping table to help ensure compliance before work is checked in.
- Browser work must be suitably wrapped in cellophane or other suitable clear film. Cling-film is NOT permissible.
- All framed work and all 3D work must have a label attached by string (long enough to hang over the front of the work) stating the name of the artist, title and price of the work.
- ALL works, including browser works and 3D works, must have an adhesive label firmly fixed, stating artist's name, address, phone number, title, medium and selling price. Please use clear block capitals for all labels.
- All greetings cards must be individually wrapped and labelled showing name of artist, title of picture and price (which must be the same for all cards). Members are also requested to provide their own small stand or basket for displaying their cards.

INSURANCE & PUBLIC LIABILITY

Whilst every effort will be made to ensure the safety and security of the exhibition and the works in it, BAS will not accept liability for any loss or damage to artists' work whilst in the Society's possession. Submissions are left at the artist's own risk and **artists must arrange their own insurance cover**. The clearance of purchasers' cheques is at the artist's own risk. For the purposes of BAS public liability cover, exhibiting non-members will be regarded as full members for the duration of the exhibition.

PUBLICITY & PROMOTION

Each member will receive 4 invitations to the Preview. Members local to the venue will be supplied with posters which they are asked to display in local shops, offices, rail stations, window of your car etc. Additional posters and invitations will be available on request or to download as .pdf files from the website www.bucksart.co.uk. Email versions of invitations and posters will be sent out for onward distribution to members' contacts.

Members CVs/statements are displayed in the BAS Artist Information Book, which is available to view at all exhibitions. If your entry needs updating please print and send one or two A4 sheets for inclusion to Nathalie Pymm (address in Members Handbook).

INCENTIVE

We are offering a prize of up to £100 to be spent on an artwork of the winner's choice to the first invitation card to be drawn on Sunday 22nd April at 1pm. Please tell your guests to bring their invitation, with the relevant details filled in, and put it into the box provided.

BAS SPRING EXHIBITION 2018**Part 2 - ENTRY FORM**

The completed form must be returned to the Exhibition Secretary
Graham Jefford, 3 Linden Lea, Wendover, Bucks. HP22 6LE
 with full payment, to be received no later than **Thursday 5th April.**

ARTIST DETAILS

NAME* (block caps)			
ADDRESS (block caps)			
Phone** (incl.STD)	Home:	Mobile	
Email			
Member of BAS? (tick as appropriate)	Honorary Member	Member	Non-member

**Please enter your name as you wish it to appear in the exhibition catalogue.*

*** We will let you know before the Preview if none of your work is selected.*

ENTRY DETAILS

(Please print clearly in BLOCK CAPITALS)

Title	Medium	Price*	Sold/ Collected
FRAMED WORK FOR HANGING & LARGE 3D WORK			
1			
2			
3			
4			
5			
UNFRAMED BROWSER WORK & SMALL 3D WORK (20cm or less)			
1			
2			
3			
4			
Tick here if you are submitting greetings cards - >			

*** Price to include BAS commission of 30%**

Entry Form (cont'd)

If submitting 3D work please state here how many plinths you require.

Identify here all work exceeding 1metre in any dimension (give all dimensions).

ENTRY FEES ENCLOSED	No. Items	Total Fee
2D work for hanging, and large sculptures		
Unframed 2D work for display in browsers		
Small sculpture and 3D work		
Greetings cards		
Total - Cheque Enclosed		

I have read and complied with the terms and conditions of entry.

Signature

Date

BAS SPRING EXHIBITION 2018

3 - ASSISTANCE ROTA

The exhibition will be selected, hung and stewarded by BAS members. Please indicate on this form **at least two sessions when you will be available to help** (not hand-in and take-down only please). You will only be asked to assist on more than one occasion under exceptional circumstances.

Note - Honorary Members and Non-Members are not required to assist.

Date	Time	Assistance at..	Tick Here
Thu. 19 th April	4:30pm - 8:00pm	Portering at hand-in and selection	
Fri. 20 th	9:30am onwards	Hanging (about 4 - 5 hrs.)	
	6:30pm - 9:00pm	Stewarding at Preview	
	6:30pm - 9:00pm	Kitchen/hospitality at Preview	
Sat. 21 st	10:00am - 1:30pm	Stewarding	
	10:00am - 1:30pm	Kitchen/hospitality	
	1:30pm - 5:00pm	Stewarding	
	1:30pm - 5:00pm	Kitchen/hospitality	
Sun. 22 nd	10:00am - 1:30pm	Stewarding	
	10:00am - 1:30pm	Kitchen/hospitality	
	1:30pm - 5:00pm	Stewarding	
	1:30pm - 5:00pm	Kitchen/hospitality	
	5:00pm - 7:00pm	Take-down, clearing & collection	
Mon. 23 rd	8:30am - 10:00am	Final clearing	

Name:	
Home Phone (incl. STD code)	Mobile: