



RADLETT ART SOCIETY

SUMMER EXHIBITION 2017

EXHIBITORS ARE ASKED TO READ THE CONDITIONS BELOW WITH CARE

- HANDING IN** On Friday 30th June between 2.00 - 3.30 p.m. (**no earlier than 2 p.m.**) at the Radlett Centre in the foyer. You will be handed a receipt which must be brought when collecting unsold exhibits. If unable to deliver personally, please arrange for a friend to do so on your behalf.
- WORKS** Works previously shown in Radlett or RAS are not permissible, except on the backs of screens display. Up to **Five** paintings (**Past and Present Category**) can be entered.
- Each member may enter up to **FIVE** framed items. The following are the categories: Painting, Etching, Prints, Collage, Drawings, Embroidery pictures in frames; Sculpture, 3D items and Ceramics 10 items. All work must be **HAND PRODUCED** by the artist. Only 1 item may be entered as **Not For Sale**. Drawings, prints and pastels must be under glass.
- We also invite you to enter hand-painted cards (with envelopes) to sell; photocopies of your work could be used on cards. Place in cellophane with a small label with price on each one. 50 single cards may be entered (**no multiple packs**) – individual prices minimum £1.00 There will be a 10% commission on all sales.
- LABELLING/ FRAMES** EACH WORK MUST BE CLEARLY LABELLED – LABELS TO BE ON THE BACK WITH NAME OF ARTIST, TITLE, MEDIUM & PRICE. (Very small drawings, watercolours and prints mounted together will be considered as one work). For Safety Reasons no clip frames, glass at edges nor similar fixtures will be accepted and it is essential that frames are in good condition (see **Guidelines for Exhibitors**). **The Exhibition Committee reserves the right to exclude works that are incorrectly framed, of excessive size, and other works if space becomes limited.** Work should not have been exhibited previously at the Summer Exhibition.
- PORTFOLIOS** Members may submit up to FIVE unframed drawings, prints or watercolours (mounted and suitably protected – see **Guidelines**), costing not less than £10 (no top limit). Works should be clearly labelled on the front right-hand corner with name of artist, title and price. These must also be handed in on Friday 30th June between 2.00 - 3.30 p.m. as above. *NB: 3D work is included in the main catalogue not with the portfolio items.*
- FEES** HANGING and PORTFOLIO FEES: £2.50 per framed item, £1.50 per unframed item. Pottery and sculpture £1.50 per item. (A group or set of 3D items being sold together can be classed as one item). Hand painted gift cards - no entry fee. PAST & PRESENT WORKS £3.50 per framed item
- ENTRY FORMS** Entry Forms to both categories should be completed in the usual way and sent by post or handed in **NO LATER THAN MONDAY 12TH June (no entries can be accepted after this deadline) TOGETHER WITH CHEQUE/CASH** to cover the entry fees, to Mrs M Follett, "Glencoe", Gills Hollow, Radlett, Herts, WD7 8JJ. 01923 855016 on or before 12th June.
- REMINDER: ENTRIES CAN ONLY BE ACCEPTED FROM FULLY PAID-UP MEMBERS.**
- CARE OF WORKS** All work is submitted at the artist's own risk and the Exhibition Committee, whilst exercising every care, will in no way hold itself responsible for any loss or damage howsoever caused.
- INSURANCE** Exhibits are NOT INSURED BY THE SOCIETY.
- COMMISSION** The Society charges 20% commission on all work sold. 10% on gift cards.
- LAST DAY OF EXHIBITION** SATURDAY 8th July The Exhibition WILL CLOSE at 2.00 p.m. BUYERS should collect purchases from 10.00 to 2.00 p.m.
- COLLECTING UNSOLD WORK** Unsold exhibits must be collected from 2.00 - 3.30 p.m. on Saturday 8th July. Please bring receipts given to you when Handing-in. You will also be handed a cheque for any work you may have sold.

THE SOCIETY HAS NO PROVISION FOR STORING UNSOLD OR UNCOLLECTED WORK AND EVERYTHING MUST BE COLLECTED AS ABOVE.



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GUIDELINES FOR EXHIBITORS IN PREPARING WORK FOR DISPLAY

These Guidelines have been produced to assist Exhibitors in achieving acceptable standards in preparing work for display. The principal aim is to avoid shortcomings in presentation, especially insecure frames, and to ensure adequate stringing.

All paintings and drawings must be the artist's original work. Photographic and litho copies are not eligible. The Society will not be liable for any infringement of Copyright. Members should not use photographs or pictures that are not their own, unless radically altered. It is illegal to pass them off as your own. Use of photographs, your own, is legitimate.

THE SOCIETY RESERVES THE RIGHT TO REJECT OBVIOUS COPIES OF OTHER PEOPLE'S PAINTINGS.

FRAMES must be soundly constructed, free from damage and not in any danger of falling apart. CLIP FRAMES (having glass with unprotected edges) are not acceptable.

MOUNTS must be in good condition, clean and accurately cut.

SEALING. Masking or gummed paper strip should be used to seal and dust-proof the gap between the frame and the backing board, as well as to cover all nails, mounting pins or other metal fixings, which must not be left exposed. Cellotape is not suitable for this purpose.

STRINGING. The cord or wire by which the work is to be hung must be fixed to securely-fitted screw eyes or swivel rings positioned at one-third of the height of the picture measured from the top of the frame. This is the optimum for efficient hanging. Wire ends should be taped to the main wire with a small piece of masking tape to avoid the risk of scratching other pictures or pricking the hanger's finger.

When using nylon cord the cut ends should be prevented from fraying either by careful fusing with a match flame or by taping to the main cord with a small piece of masking tape. A double cord provides extra strength and a better finish. No poor quality string or garden twine (which leads to accidents) will be accepted.

LABELLING. Framed Works. The backs of framed pictures must be clean and tidy in appearance with a label giving the name of the artist, the title of the work, medium and price. Labels, numbers and other details relating to previous exhibition should be removed.

Unframed Works should be suitably mounted and protected with cellophane or acetate sheet. Clingfilm is not suitable for this purpose. A label should be attached to the top front right-hand corner showing name of artist, title of picture, medium and price.