



# GUILDFORD ART SOCIETY

## SUMMER EXHIBITION 2024

17<sup>th</sup> – 26<sup>th</sup> August

SHALFORD VILLAGE HALL

THE VILLAGE GREEN

KINGS ROAD, SHALFORD

GUILDFORD GU4 8BQ

The SUMMER 2024 Exhibition is open to all Members

### Key dates for your diary

<b>Entry forms and fees submitted by</b>	<b>Wednesday 31<sup>st</sup> July</b>	
<b>Delivery of work to Shalford Village Hall on:</b>	<b>Friday 16<sup>th</sup> August</b> (see schedule below)	
	<i>Large paintings over 100cm</i>	<i>9:00am to 9:30am</i>
	<i>Surnames E - P</i>	<i>9:30am to 10:00am</i>
	<i>Surnames Q - Z</i>	<i>10:00am to 10:30am</i>
	<i>Surnames A - D</i>	<i>10:30am to 11:00am</i>
	<i>If you cannot make your allocated drop-off slot please come at 11am</i>	
<b>Exhibition open to the public</b>	<b>Saturday 17<sup>th</sup> to Monday 26<sup>th</sup> August</b> <b>10am to 6pm.</b>	
<b>Removal of exhibits/Unsold work</b>	<b>Monday 26<sup>th</sup> August: 6pm to 6.45pm</b> Large paintings and Surnames A – D; 6pm – 6:15pm Surnames E – P; 6:15pm to 6:30pm Surnames Q – Z; 6:30pm to 6:45pm	
<b>Collection of Sold work</b>	<b>Sold work can be taken at time of purchase</b>	

## Submission of work

Works must be original and not previously exhibited with the Society.

The following items can be submitted:

- **2 framed pictures** (with D hooks to be attached to hanging wires or string) or **sculptures**,  
£10 per exhibit (£12 for paintings over 1 metre in any dimension.)  
One further reserve painting or sculpture can be included **but is not to be delivered at the hand-in.** In the event of an artist selling their work they may replace the picture/piece of sculpture. This only applies to hung paintings not to browsers.
- **Mounted and wrapped art works for the browser** @ £5 per item  
OR 3 items for £12 OR 5 items for £15  
**Each work** must be wrapped in cellophane (not cling film). Please fix a self-adhesive label to the back with the information on it as shown on the label below. No exhibits in browser deeper than 2 cm.
- **4 individual craft items** @ £5 per item or set. Note that small sets are counted as one item  
Small calligraphy pieces in freestanding frames will be accepted as craft items, whereas those in wall-hung frames should be entered as pictures  
Minimum Sale Price £50 per exhibit/small set

## Labels

### Labels are essential for identification of items

Your framed pictures or sculpture will be supplied at receiving with a GAS printed label. (We will not be affixing GAS labels to browser items.)

However, all artwork must have **two** labels provided by the submitter with the following:

- **Artist's name, telephone or mobile number, e-mail address**

**Title of work, Medium, Sale price**

One label must be a **sticky label fixed to the back of the work.**

The other must be a **tie-on label** attached by string or cord at least 20 cm long to each framed picture so that it hangs over the front of the picture from the top



Craft and sculpture exhibits must also clearly display the information described. To ensure that the details on the Entry Form and the labels for your work are identical, you are advised to complete both the form and the labels at the same time.

### **Photographing your work**

Anyone who would like their paintings added to the GAS website gallery should email a jpg image to Annmarie on [amsonart@gmail.com](mailto:amsonart@gmail.com). Please name the image with the following convention - **artist: title: medium: size: price**

Remember to photograph your work in good daylight and unframed with an image of above 2MB in content.

### **Pricing**

#### **ALL WORK MUST BE FOR SALE**

- No framed work, including sculpture, less than £100.
- No mounted work, drawings, etchings, prints etc., less than £50.
- No calligraphy less than £15
- No craft work less than £50 per item.
- No cards to be sold at this event.

### **Steward Volunteers**

Please indicate on the entry form your **three preferred sessions** in the Gallery (more if you are able). All exhibitors need to volunteer for stewarding your exhibition and to commit to a **minimum of three**.

It is regrettable but if you are unable to steward you may not exhibit this time as the exhibition requires high numbers of stewards UNLESS THERE ARE EXCEPTIONAL CIRCUMSTANCES. However, please do not offer to steward if you feel your health is at risk.

To encourage sales and promote the Society, we ask Stewards to be proactive and engage with visitors. By this we mean: greet and show visitors round, and answer any questions

## **Delivery of work to Exhibition Venue**

**Please arrive at Shalford Village Hall within your allocated time-slot. Follow the signs to the car park and a steward will direct you to the receiving area. There is plenty of free parking. You may be asked to wait by your car until called or to queue to avoid congestion.**

## **Collection of work that cannot be exhibited**

Your committee will make every effort to ensure all works are exhibited but, in the event of improperly presented works or a shortage of space, this may not be possible. Members affected will be notified to arrange for the collection of their works.

The submission fee would be refunded

## **Removal of exhibits after the exhibition**

All unsold work must be collected from Shalford Village Hall as per the schedule above.

If you cannot attend, please advise who will be collecting for you on the entry form

## **Sales**

Sales are handled by Stewards on duty and committee member on duty. Commission on Sales will be **25%** and there will be no VAT on sales. This amount is inclusive of Izettle fees at 1.75% where applicable. Buyers will be able to take purchases away with them, therefore there will be no collection of sold work time slot allocation. If you have entered a third artwork to replace a possible sold item you will be able to bring it in and hang it in the vacated slot. Please do not bring any artwork that was not entered on the submission sheet as there will not be a stock number and a GAS label and we might not be able to account for it.

## **Insurance**

The Society will take great care of members' work, but any work submitted must be on the understanding that any loss or damage incurred is entirely at members' risk. Insurance is the responsibility of the artist.

## **Copyright Issues**

Artists should be aware that work offered for sale **must be their own**. Changing a background colour or orientation of another artist's work is not acceptable and is a breach of copyright.

### **Covid-19 guidelines**

Currently the event has no restrictions. However, this may be subject to change.

### **Sponsor**

Many thanks to our exhibition sponsor, Guildford Financial.

### **Contact details for Monica Curley - Exhibitions Coordinator:**

E-mail: [exhibcoord.gas@outlook.com](mailto:exhibcoord.gas@outlook.com) Mobile: 0770 924 2109