



GUILDFORD ART SOCIETY

AUTUMN EXHIBITION 2021 6TH – 14TH NOVEMBER

**The Barn
West Horsley Place
Epsom Road
SURREYKT24 6AN**

The Autumn2021 Exhibition is open to all Members

Key dates for your diary

Entry forms and fees submitted by **Friday 29th October 2021**

Delivery of work to The Barn, West Horsley Place Friday **5th November by the following schedule**

Large paintings over 100cm	10.00 – 10.30
Surnames Q - Z	10.30 – 11.30
Surnames A - D	11.30 – 12.30
Surnames E - P	12.30 – 1.30

If you cannot make your allocated drop-off slot please come at 1.30pm

Private View

will be Sat 6th Nov 10am-midday

Exhibition open to the public

Saturday 6th Nov Midday-4pm

Sunday 7th -14th November 10-4pm

Removal of exhibits – collection of unsold work

Sunday 14th Nov 3.30 – 4pm OR

Monday 15th Nov 10 - 11am

Collection of Sold work

Sold work can be taken at time of purchase

1. Submission of work

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

The following work can be submitted:

- 2 framed pictures with D hooks attached to hanging wires or string, sculptures, £10 per exhibit (£12 for paintings over 1metre in any dimension)
One further reserve painting can be included **but is not to be delivered at the hand-in.** In the event of an artist selling their hung work they may replace the picture. This only applies to hung work not to browsers.
- **Mounted and wrapped art works for the browser** @ £5 per item OR 3 items for £10 OR 5 items for £12

Each work must be wrapped in cellophane (not cling film). Please fix a selfadhesive label to the back with the information on it as shown on 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 Price £50

2. Labels

Labels are essential for identification of items

Your artwork will be supplied at receiving with a GAS printed label

However - each work must have **two** labels provided by the submitter with the following details:

- **Artist's name, telephone number or mobile number and 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.

Please arrive within your allocated slot and wait as directed. You may be asked to wait by your car until called, or to queue as directed. FOLLOW THE SIGNS TO THE CAR PARK AND A STEWARD WILL DIRECT YOU TO THE RECEIVING AREA.

Photographing your work Anyone who would like their paintings added to the GAS website gallery should email a jpg image to 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.

3. 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 or craft work less than £50 per item. No cards should be sold at this event.

4. 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 pro-active and engage with visitors. By this we mean: greet and show visitors round, invite visitors to vote for their favorite picture and answer any questions.
- It is proposed that a committee member will be present in addition to the two volunteers to supervise Covid compliance and to help deal with sales

5. Delivery of work to West Horsley Place

Work should be delivered to West Horsley Place as per the schedule above. This should help to avoid unnecessary queueing. There is plenty of free parking and you may be asked to wait by your car until called in order to avoid any congestion.

6. 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.

7. Removal of exhibits after the exhibition

All unsold work must be collected from WEST HORSLEY PLACE as per the schedule above. If you cannot attend, please advise who will be collecting for you on the entry form.

8. 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.

9. 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.

10. 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.

11. Covid-19 guidelines

There are currently no restrictions to the event which may be subject to change. We will prevent the exhibition space from becoming too crowded and implement a oneway system. Hand sanitisers will be available.

12. Sponsor

Many thanks to our exhibition sponsor, Guildford Financial.

Contact details for Ingrid Skoglund - Exhibitions Coordinator:

E-mail: gasartexhibitions@yahoo.com Mobile: 07712 938300