**Bexhill Art Society**

** MEMBERS’ EXHIBITION**

 **26TH, 27TH and 28TH August 2023**

**At the De La Warr Pavilion Studio – Bexhill on Sea**

 **BAS Exhibition Entry Application**

**Guidance Notes**

1. **Entry forms**

Your application form must be submitted by **Saturday 5th August at the latest** with your method of payment (as shown on the application form).

1. **Submission of Artwork**

Artwork to be dropped off at De La Warr Pavilion Studio **on** **Wednesday, 23rd August between 2.00 and 5.00 pm**. Any items which differ from those listed on your entry forms will not be accepted. Late submissions will not be accepted. Please read the notes on presentation below.

1. **Entry fees**
* Cards (Packs of up to 20 cards no more than 10 cards of same design) £3.00 per pack
* Artwork - Browser - Mounted originals (up to 4 items) £4.00 per item
* Artwork - Hanging - Small/Medium (up to 24”/61cm longest side) £5.00 per item
* Artwork - Hanging - Large (up to size 36”/100cm longest side) £7.00 per item

N.B: Maximum of 4 items for Hanging Artwork.

1. **BAS Commission**
* Cards – Sale Commission 50p per card
* Artwork - Browser – Mounted originals – Sale Commission 20% per item
* Artwork - Hanging – Sale Commission 20% per item
1. **Pricing of Exhibits**

Members should not underprice their work. Individual Hanging Artwork should be on sale for a minimum price of £50. Each Browser Mounted original item should be priced from £30. Cards to sell at £2.50 each.

1. **Cards**

Up to 20 cards, no more than 10 of the same design, at flat rate entry fee of £3.00. All cards must have an **accompanying envelope**, be contained in a cellophane wrap and **have a label on the reverse** giving the Artists name on every card.

1. **Labelling**

Pictures for hanging need a card **‘parcel label’** on string to be attached to each picture to be hung, the string to be long enough to bring the label to the front of the item so it can be easily identified for labelling purposes during Hanging. The label should read: Artist Name, Title of Work, Medium, Price.

1. **Restrictions**

All artwork must be of original inspiration and not created under instruction.

1. **Insurance**

Although every care will be taken neither BAS or the De La Warr are responsible for any loss or damage to your work and you are advised to take out your own insurance cover. This is normal policy with large art galleries.

1. **Copyright**

No copies of other artists work, use of other photographer’s photos or stills taken from films without acknowledgement and /or permission.

1. **Oversubscribed**

Whilst we want all members to be able to exhibit, hanging space is limited and therefore we cannot guarantee to hang all work.

1. **Payment of Sold Items**

Net sale price will be paid to the member by BACS transfer directly to their bank account within seven days from end of the Exhibition. Sold items may be removed from the wall if the buyer is unable to collect on Monday 28th August. If an item is removed, the artist may be given an opportunity to bring a replacement item of a similar size to the Exhibition if there are no spare pictures.

1. **Refusal**

All artwork may be subject to refusal if deemed by the exhibition committee to be unsuitable in presentation, content, price or size.

1. **Collection of unsold exhibits**

Unsold items to be collected **on Monday, 28th August** at the close of the Exhibition

1. **Hanging Artwork Presentation**
2. All frames must be well constructed without blemishes, window mounts to be clean with neat bevel edges.
3. The back of the frame or unframed box canvas is to be neatly finished with opaque tape (not masking tape) and complete with D rings (not screw-eyes/eyelets) with taut nylon cord (not wire) placed 1/3rd distance from the top of the painting.

1. All watercolour and acrylic pictures painted in a water colour style, i.e., on paper, to be behind glass which should be clean both inside and out.
2. All items for the browser original Artwork must be in bevel edge mounts with backboard support and covered in a protective clear film Florist’s film is good for this. A sticky label with details of artist name, title of the work, medium and Price to be on the back of the item for ease of identification.
3. Queries: If any members have queries please ask, and ideally bring the artwork in question to our next meeting. You can email bexhillartsociety@hotmail.com with your questions at any time. We aim to respond within 3 working days.
4. **Stewarding**

Every BAS member who exhibits is expected to take a turn in stewarding the exhibition. Please put all the dates and sessions in your diary. Morning stewards must be early enough to help putting banners, etc, outside, and afternoon stewards should allow time afterwards to bring the banners indoors. Stewards will also sell the raffle tickets. Refreshments will be available for stewards.

**Stewarding Rota**

Please check the stewarding sessions on Stewarding Rota slip included in the Application Form pack and indicate your availability by ticking as appropriate. Hand in the completed slip at the BAS event on 5th August or email to bexhillartsociety@hotmail.com . If you can be available for more than one shift (e.g. two together) please tick as required. Thank you.

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| **BAS Exhibition Stewards rota** |
| **Saturday, 26th August**  |
| 1. 10.30am to 1.30pm
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| 1. 1.30pm to 3.30pm
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| 1. 3.30 to 5.00pm
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| **Sunday, 27th August**  |
| 1. 10.30am to 1.30pm
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| 1. 1.30pm to 3.30pm
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| 1. 3.30 to 5.00pm
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| **Monday, 28th August**  |
| 1. 10.30am to 1.30pm
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| 1. 1.30pm to 3.30pm
 |
| 1. 3.30 to 5.00pm
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