

NEW FOREST ART SOCIETY EXHIBITION at
SIR HAROLD HILLIER GARDENS
RULES and INSTRUCTIONS (2023)

EXHIBITION runs from Saturday 7th January
to Sunday 15th January 2023
Open daily 10am to 4pm (3pm close on the last day)

HANDING IN: Friday 6th January 10-11.30 am
(no late entries will be accepted)
HANDING OUT: Sunday 15th January 3.30 – 4.15pm
(strictly not before and no later)

Entry and Stewarding Forms are separate documents. The deadline
date to receive these is **16th November 2022.**

Both form and Entry Fee need to be sent to:
Freddie Howarth, The Red House, The Grove, Minstead, SO43 7GG

Payment by Cheque to 'New Forest Art Society' or by BACs
Sort code: 30.95.32 Account: 01704890 Ref: Your surname followed
by 'Hilliers' if space allows.

1. **General:**

- The exhibition is open to **all paid up** members of the New Forest Art Society (NFAS).
- Artistic work in any medium (as outlined in the constitution) is allowed and must be the members' **original** work, not copies from other artists' work or from commercially available photos etc.
- **ALL exhibits entered must comply with the presentation instructions** (see page 4). The exhibition committee reserve the right to reject any exhibit that does not comply with the presentation instructions.
- All exhibits must be for sale and entered for the duration of the exhibition. (Purchasers will take their purchases at the time of sale).
- Entry fees are non-refundable.
- **Sir Harold Hillier Gardens will take a 29% commission, inclusive of VAT, on ALL sales. No further commission will be taken by NFAS.**
- Every possible precaution will be taken to protect members' work. NFAS has Public Liability Insurance for 2D artwork only. **Members exhibiting 3D work will need to show evidence of their own Public Liability Insurance.** All Members are responsible for their own insurance against theft or damage.
- No member can request a specific position for an exhibit before or during the exhibition.
- The price of exhibits, as set by the member, will not be negotiable by potential purchasers.

2. **Paintings to be hung:**

- **ONLY original paintings, framed or box canvas, will be hung.** This includes pictures produced from printmaking methods (e.g. lino-print, wood engraving and digital art) as long as the edition is clearly stated.
- Paintings should not have been shown at a NFAS Hillier's exhibition before. Although paintings which have been exhibited at a NFAS Summer Exhibition will be accepted, we strongly encourage you to submit work that is new.

- You may enter **THREE** framed paintings or box canvases.
- You will bring the first and second painting to Hand-In. The first will be hung and the second as space allows. All second pieces will be hung before any third piece; we are hoping the majority of seconds will be hung from the outset.
- Unless space allows, the third painting will be a reserve for when work is sold. This will be requested when needed, so NOT delivered at Hand-In.
- **Third paintings will be requested on the basis of the order in which the entry forms have been received for this exhibition, not according to the artist who has sold: early submission of your entry form is therefore recommended.**
- There is a minimum price of £75 for paintings to be hung.
- A painting must NOT exceed 80 cms width, including the frame. Suggested length should not exceed 100 cms. Only 1 'large' painting to be entered; the second painting should be significantly smaller.
- The weight of a painting should be considered as a very heavy painting may not be able to be hung.
- **ENTRY FEES: 1st and 2nd paintings £5 each. 3rd painting no charge when requested/delivered.**

3. **Browser works for display in portfolio stands:**

- You may enter **FOUR** unframed works of original paintings, high quality prints and reproductions. Box canvases are not permitted as they are too bulky for the stands. (*A print is a work derived from the artist original artwork. A reproduction is a copy of the artist work created in another medium. Both must be endorsed with the artist's actual signature.*)
- There is a minimum price of £25 for browser works.
- **ENTRY FEE: £3 per entry.**

4. **Miniatures:**

- You may enter **TWO** miniatures (no larger than 12.5cms x 18cms including frame). There is a minimum price of £25 for miniatures.
- **ENTRY FEE: £2.00 per entry.**

5. **3D Works** (sculptures, carvings, ceramics etc.):

- You may enter **FOUR** 3D works.
- There is a minimum price of £75 for 3D works.
- 3D works covered by members own Public Liability insurance will be displayed on tables for *light weight items only* and NFAS plinths. If a member wishes to enter heavy items, this **MUST** be discussed with the Exhibition Manager before the entry form is submitted.
- **ENTRY FEE: £3.00 per item.**

6. **Cards:**

- You may enter 50 cards (singles only).
- Cards are to be priced in multiples of 50p (eg. £2, £2.50, £3)
- **All your cards must be the same price.**
- Ideally you should have approx. 7 cards per design to be displayed in the card racks. Less than this the cards will be stacked in the card racks as mixed designs.
- Handmade cards will be accepted but be aware that these will be stacked in the card racks.
- **ENTRY FEE: £1 for 10 cards.**

7. **Stewarding the exhibition:**

- ALL participating members are **expected** to do a minimum of two 'shifts' of stewarding.
- Your shifts will be confirmed by email.
- There will be a minimum of two stewards per shift (plus a reserve who will be informed if they are needed).
- Members with extenuating circumstance who are unable to steward, must contact and discuss this with the Exhibition Manager **before** submitting their Entry Form.

8. **Miscellaneous:**

- Members are encouraged to submit/update a short 'Artist Profile' for inclusion in an A4 display folder, submitted at Hand-in.
- One exhibit of all members' entries will be photographed and images placed on the Society's website following the exhibition, and any may be used for advertising purposes. In addition, Sir Harold Hillier Gardens have the right to use images from the exhibition in future promotional material.
- Submission of an Entry Form implies that you agree to these Rules and Instructions.

Exhibition Manager: Brenda Molyneux Tel: 07484 877714, 02380 844970

Chair: Jan Wheat Tel: 07713 248008, 02380 282409

PRESENTATION REQUIREMENTS:

ORIGINAL PAINTINGS TO BE HUNG: It is desirable to have work professionally framed. If framing yourself, ensure that you comply with the following:

- Mount is clean and well cut and glass is free from dust.
- Frame is clean and well-constructed. Metal, photo, plastic and clip frames are not acceptable.
- If using a bought frame, any hanging clips and fixtures for standing are to be removed, ensuring the surface is flat after removal of these and the backing board reversed to give a smooth surface.
- The reverse of a glazed painting is neatly sealed with picture framing tape fixed over the frame and backing board. Masking, parcel, gummed or duct tape is not acceptable. (*Picture Framing Tape: for example, Sekismi Brown Sealing Tape purchased from Wessex Picture Framers or on line from SAA or Jacksons Art*).
- D-rings are placed one third from the top of the frame with taut cord securely attached. Eyelet rings or other frame attachments, wire or string is not acceptable.
- If box canvases are not framed, the canvas must be stapled or tacked to the back and the sides should be clean and tidy or painted.

Labelling of all works to be hung:

- Work is signed or initialled, with a label securely stuck to the back with the artist name, title of work, medium and price.
- In addition, a tie-on (luggage style) label secured with adhesive tape to the top back of the picture, on a string long enough for it to hang over the front (approx. 15cms/6”), with the same detail as above.
- Original artwork from printmaking methods and digital art to be clearly labelled with the edition number.

BROWSER WORKS (UNFRAMED WORK – ORIGINAL PAINTINGS, PRINTS AND REPRODUCTIONS):

- Mounted work should have clean and tidy mounts. Paintings on THIN board, which are not mounted, will be accepted.
- A firm backing should support ALL work.
- Works to be securely covered in cellophane, and **labelled on the front top right hand corner** with the artist name, title of work, medium and price.
- Prints from original paintings must be clearly labelled as such (e.g. “Print from an original watercolour”).
- Prints must be high quality, preferably a ‘Giclee’ print on an ‘archival’ surface, thus ensuring a high level of longevity and quality to the print; and labelled as such. If not ‘Giclee’ or an archival print, identify paper and inks used, for example, “Inkjet print on fine art paper using archival quality ink”.
- Prints and reproductions should be identified as such for prospective purchasers.

CARDS:

- Placed in cellophane, showing name of the artist and price. These can be originals or photos/prints of originals. Cards to be priced at artist discretion, but **MUST** be ALL the same price and in multiples of 50p.

3D EXHIBITS:

- Labelled with artist name, title of work, medium and price.