

NEW FOREST ART SOCIETY SUMMER EXHIBITION 2022
EXHIBITION RULES and INSTRUCTIONS

EXHIBITION runs from Saturday 6th – Sunday 14th August 2022
Open daily 10am to 5pm

HANDING IN: Friday 5th August 5pm – 6 pm (no late entries accepted)
HANDING OUT: Sunday 14th August 5:30 - 6:00pm (strictly no earlier or later. NFAS is not responsible for uncollected works)

ENTRY AND STEWARDING FORMS, WITH FEE to:

Treasurer: Freddie Haworth,
Cheque payable to 'New Forest Art Society'
Or By Bank Transfer: Lloyd's Bank plc
Sort Code:309532

Account Number: 01704890

NO LATER than 11th July 2022

1. Submission:

- The exhibition is open to all paid up members (by 11th July 2022).
- 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. Original prints and reproductions of members original work, framed or unframed may be entered.
- Unframed work (original paintings, high quality prints and reproductions) can be entered for display in browsers.
- **ALL artworks entered must comply with the presentation instructions in this document.** (see web site)
- The exhibition committee reserve the right to reject any artworks that do not comply with the presentation instructions in this document.
- All exhibits should be for sale [any exceptions to this must be approved by a committee member]
- Entry fees are non-refundable.

2. Commission

- Will be charged on all sales, except cards, at 30%, reduced to 20% for members who carry out stewarding duties. All participating members are expected to take a turn at stewarding and a sign up board will be available from the July meeting.
- In addition, where purchases are made by credit card/debit card the transaction charge will be deducted from the artists' portion of the monies received.
- Where a sale is subsequently made after the exhibition has closed, and within one month, the member is encouraged to donate the commission charge to the society.

3. Regulations

- Every possible precaution will be taken to protect members' work. However, NFAS has Public Liability Insurance only. Members are responsible for their own insurance.
- **No change to the entries on the Entry Form is permitted on hand-in day and exhibits, once entered, must be considered entered for the duration of the exhibition.**
- In the unlikely event that hanging space becomes limited, the committee reserves the right to hold back work (in addition to reserved exhibits) until space becomes available; the

committee will be as equitable as possible in this process. (Entry fee will be refunded if not hung).

- No artist can request a specific position before or after the exhibition has been organised.
- The committee requests that members give consideration to the number of large or heavy scale exhibits entered with respect to hanging space/limitations of strength of the supports.
- The price of exhibits, as set by the member, will not be negotiable by potential purchasers.
- Purchasers are permitted to take their purchase at the time of purchase. A hung picture will be replaced by the artist's reserve, if one has been entered, or the artist will be contacted by the steward on duty/member of the exhibition committee for a possible replacement.
- Miniatures, unframed pictures and cards can be replaced at no extra fee, but the artist is responsible for monitoring these sales and notifying stewards on the day [record in file]
- Artists are strongly encouraged to submit an updated short 'Artist Profile' for inclusion in a display folder (A4 size). N.B in accordance with General Data Protection Regulations [GDPR] May 2018 Members need to be aware that their contact details will be on display to general public.
- 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, **unless** notified by an individual artist that permission is withheld.
- Your signature on the Entry Form will be acknowledgement of your acceptance of these rules and instructions.

4. **Quantity of entries and non-refundable fees:**

- Framed pictures or box canvases, including framed reproductions or original prints, for hanging – **no previously submitted work.**

Maximum of 4 pictures - Members submitting 4 paintings should choose from the two following options:

Option A: 1 large painting [max 100cm by 100cm / 100cm by 125cm]
plus 3 medium paintings

Option B: 4 medium sized paintings [approx.: below 75cm by 60/50cm]

Fee: **£4.00 per entry.**

- Members will be contacted if replacement painting required/after a sale. NB. the **£4.00 entry** fee, will be deducted from proceeds of sales.
- Maximum of **4** miniatures (no larger than 12.5cms x 18cms **including frame**). Fee **£2.00 per entry.**
- Maximum of **6** unframed mounted pictures, original prints and/or reproductions (to be displayed in racks). Fee: **£3.00 per entry.**
- Maximum of **50** individual cards [no packs], maximum size 16.5cms x 22.8cms. Fee 10p per card. **All priced at the same cost to the artist / see entry form**

5. **Presentation of Exhibits**

Original paintings to be hung: It is desirable to have work professionally framed. If framing yourself, ensure that you comply with the following:

- Mounts are clean and well cut and glass is free from dust.
- Frames are clean and well-constructed (NOTE 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, ensure surface is flat after removal and the backing board reversed to give a smooth surface.
- The reverse of glazed paintings are neatly sealed with picture framing tape* fixed over the frame and backing board (NOTE masking, parcel or duct tape not acceptable).

- D-rings are placed one third from the top of the frame with taut cord securely attached (NOTE eyelet rings or other frame attachments, wire or string not acceptable).
- If box canvases are not framed, the canvas must be stapled or tacked to the back only and the sides should be clean and tidy or painted.

Labelling:

- 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 limited edition.
- NFAS Exhibition Committee will be printing the display labels.

Unframed work – original paintings and prints (not to be hung):

- Mounted work should have clean and tidy mounts. Paintings on board, which are not mounted, are accepted.
- A firm backing should support all work, which should be securely covered in cellophane, labelled on the back with the artist name, title of work, medium and price.
- Prints of 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.**

**Picture Framing Tape: for example, Sekismi Brown Sealing Tape purchased from Wessex Picture Framers or on line from SAA or Jacksons Art.*

(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.)

NEW FOREST ART SOCIETY SUMMER EXHIBITON 2021 ENTRY FORM: please retain a copy for your own records

NAME:	EMAIL:
ADDRESS:	TELEPHONE NUMBER:

Framed original paintings and box canvases:

Title of Work	Medium	Price	Entry Fee	Checked In / Checked Out [initials]	Sold & Date
1.					
2.					
3.					
4.					
Replacement: Stewards record here:					

Miniatures

Title of Work	Medium	Price	Entry Fee	Checked In/ Checked Out [initials]	Sold & Date
1.					
2.					
3.					
4.					
Replacement: Stewards record here					

Unframed mounted/unmounted paintings, prints and reproductions:

Title of Work	Medium	Price	Entry Fee	Checked In /Checked Out	Sold & Date
1.					
2.					
3.					
4.					
5.					
6.					
Replacement: Stewards record here					

Cards

Number of Cards	Price of cards [one price]	Checked Number in	Checked Number Out	Replacement/s & Date

No change to the entries on the Entry Form will be permitted on hand-in day (i.e. titles, pricing etc.).

PLEASE ENSURE YOU HAVE A COPY OF YOUR ENTRIES FOR YOUR RECORDS, especially if another member is delivering or collecting for you.

MEMBERS SIGNATURE:..... Print Name:

Your signature on the Entry Form is acknowledgement of your acceptance of the Rules and Instructions for the New Forest Art Society Summer Exhibition 2022.

N.B NFAS will comply with the GDPR and your contact details will only be used for exhibition purposes.

N.B Only Stewards to record replacement items and sign