

Calm and Serene Open Art Exhibition

20 March - 5 April 2008

Please complete this form clearly in ink, and submit it with your work and fee to Harbour House on Monday 17 March between 9.30am and 12 noon

Entry requirements - All work must be for sale.

No work may have been submitted to a previous Harbour House Open Art Exhibition.

You may submit up to 4 pieces of work * in any medium. At the selectors' discretion, you may in addition display the same number of unframed works, backed with card and wrapped in cellophane, for display in a gallery browser.

* A piece of work may be a small group of items which are only for sale as one group e.g 3 small pieces of ceramics, a suite of jewellery, a pair of canvases, etc.

Each item (including 3D and unframed work) must be clearly labelled on the back or base with artist, title, medium and price.

Reproductions are inadmissible.

In the case of printmaking, photography and digital art, the archival properties and details of the edition should be clearly stated.

All artists whose work is selected must steward in the gallery for up to two half day sessions.

Presentation of work Works for hanging must be fitted with D-rings and picture cord approximately one third from the top of the frame.

Mounts and frames must be neutral, clean, of professional standard, and in proportion to the work.

Unframed canvases must have clean or painted edges, with no staples or tacks visible.

We cannot accept coloured mounts, gold frames or clip frames.

Work in frames must not touch the glass.

It is not possible for Harbour House staff to give advice or assistance on the handing in day. Please contact us in advance if you would like guidance.

Handing in - Strictly between 9.30 and 12 noon on Monday 17 March. Work must be unwrapped, correctly labelled, and accompanied by a completed submission form and a non-refundable fee of £5 per hanging or 3D item.

There is no fee for the additional unframed works for display in a gallery browser.

Please bring your diary, as you will need to commit to two half day stewarding sessions during the exhibition. If you are unable to hand in your work in person, please appoint a representative to deal with this on your behalf.

Please also supply a brief artist statement and/or information about the works submitted (no more than one side of A4) for the selectors' use and for display in an information folder during the exhibition. Please take this opportunity to explain how your works relate to the theme of Calm and Serene.

Works will be selected by an invited panel of artists, whose decision is final.

Collection of unselected work - If you have unselected work to be collected, we will phone you to agree arrangements and confirm your stewarding sessions.

Opening View - You and your guests are invited to join us on Wednesday 19 March between 6 and 8pm.

Sale of work - Harbour House takes 25% commission on sales. You will be sent a cheque shortly after the close of the exhibition.

Collection of unsold work - Saturday 12 April between 5 and 6pm.

A storage fee of £2 per day will be charged for uncollected works, unless arrangements have been agreed in advance.

Artist's Copy

Name

Address

Postcode

Telephone Mobile

email

Website (if any)

Framed Work No.1 Title:..... Medium:..... Size:.....Price:.....	Framed Work No.2 Title:..... Medium:..... Size:.....Price:.....
Framed Work No.3 Title:..... Medium:..... Size:.....Price:.....	Framed Work No.4 Title:..... Medium:..... Size:.....Price:.....

Hanging Fee enclosed: £5 £10 £15 £20 (Please circle)

My appointed representative is.....

No of submitted unframed works

No of framed works accepted

No of unframed works accepted

I agree to abide by the requirements of the Harbour House Open Exhibition:

Signed:..... date.....

Payment received with thanks £

Office Copy

Name

Address

Postcode

Telephone Mobile

email

Website (if any)

Framed Work No.1

Title:.....

Medium:.....

Size:.....Price:.....

Framed Work No.2

Title:.....

Medium:.....

Size:.....Price:.....

Framed Work No.3

Title:.....

Medium:.....

Size:.....Price:.....

Framed Work No.4

Title:.....

Medium:.....

Size:.....Price:.....

Hanging Fee enclosed: £5 £10 £15 £20 (Please circle)

My appointed representative is.....

No of submitted framed works

No of submitted unframed works

No of framed works accepted

No of unframed works accepted

I agree to abide by the requirements of the Harbour House Open Exhibition:

Signed:..... date.....

Payment received with thanks £

Harbour House welcomes your views about our exhibitions/events

Please send ideas/comments/suggestions in letter form to the office

Would you be interested in helping to hang future open exhibitions?

YES NO MAYBE (please circle)

Would you be willing to help with the handing in process for future open exhibitions?

YES NO MAYBE (please circle)

Would you be interested in occasional stewarding for community events such as our primary schools exhibition?

YES NO MAYBE (please circle)

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