

# RUGBY AND DISTRICT ART SOCIETY ANNUAL AWARDS EXHIBITION 2022 CALL FOR ENTRIES

Exhibition to be held at:-

**The Barn, Dollman Road, Dollman Place, HOULTON RUGBY CV23 1AL**

Open to the public on Saturday 19<sup>th</sup> November 2022 and Sunday 20<sup>th</sup> November 2022 from 10.00am to 4.00pm on both days.

**Only fully paid up members of Rugby and District Art Society are invited to exhibit.  
Deadline for completed entry forms Wednesday 2<sup>nd</sup> November 2022**

Work to be handed in between 8.30 pm and 9.00 pm on Friday 18<sup>th</sup> November 2022

(Please do not arrive at the hall before 8.30pm because it is in use until 8.15pm and we could be held to be contravening child safeguarding regulations.)

Collection of unsold work between 4pm and 5pm on Sunday 20<sup>th</sup> November 2022

Completed entry forms should be received by the Rugby and District Art Society Exhibitions Secretary, either by email to [newellwise@gmail.com](mailto:newellwise@gmail.com) or by post to 5 Bowen Road, Rugby, Warwickshire, CV22 5LF (Tel 01788 572586). no later than **2<sup>nd</sup> November 2022**.

## **PAYMENT FOR ENTRIES**

The Society has been notified by our Bank that, in future, all transactions involving cash or cheques will incur additional charges. We are therefore asking that if possible, you pay for your entries by BACS transfer to the following account:-

Bank **HSBC**  
Account Name **Rugby and District Arts Society**  
Sort Code **40-39-11**  
Acc number **61674846**

Please use your surname (& initials ) to identify who has sent it.

If paying by cheque please make payable to Rugby and District Art Society and sent to the Exhibitions Secretary at the above address no later than **2<sup>nd</sup> November 2022**

Please note that in order to produce exhibition labels in time for the opening, the title, medium and price of work to be displayed (other than browser bar or cards) must be submitted at the time of entry.

**WE CANNOT ACCEPT CHANGES TO THE SUBMISSIONS AFTER THE ENTRY CLOSING DATE.**

The works which can be exhibited are as follows:-

## **FRAMED PICTURES**

A maximum of 2, maximum size 36" including frame, on longest side. These must be original work by the artist and not a mechanical copy.

Work for hanging can only be accepted if provided with a cord strong enough to support them. Also a label should be attached by a string long enough to hang over the front of the picture to allow the work to be identified during hanging.

Please note that work in photographic frames with the shelf display supports still attached or hangers riveted to the backing board are NOT acceptable.

## **BROWSER BAR PICTURES**

A maximum of 4 mounted but unframed pictures, maximum size 30" x 26" including the mount. Protect pictures with clear plastic and attach a label on the back with the title, price and your name.

## **3D WORK**

A maximum of 6 of which only 3 may be wall hung.

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## CALL FOR ENTRIES

### GREETING CARDS

A maximum of 40 which will be displayed in a rack supplied by the Society. There is no entry fee for cards.

**IMPORTANT** – If you intend to exhibit pictures in the browser bar, or sell cards, the appropriate sheet to list your entries will be available to download from the website. ([rugbyanddistrictartsociety.org.uk](http://rugbyanddistrictartsociety.org.uk)) Copies will also be available during handover on the Friday evening. The completed sheets should be handed in with the work and will be used by the treasurer to pay for sales after the exhibition.

### STEWARDED AND ASSISTANCE WITH RUNNING THE EXHIBITION

To ensure the exhibition is supervised at all times, at least **FOUR** stewards should be on duty at any one time. Each exhibitor **MUST** give at least two hours to this task and more if possible. Indicate your availability on the rota available at the handover on the Friday. On arrival at the exhibition please familiarise yourselves with the sales procedures and instructions in folders.

In addition, the following assistance is needed:

#### Friday Evening

Receiving and booking in work.  
Setting up display stands and hanging work.

#### Sunday Evening (4pm onwards)

Taking down exhibition and booking out work.  
Putting away equipment.  
Ensuring hall is left tidy.

### INSURANCE

Third Party indemnity insurance is provided by the Rugby and District Art Society but damage and theft is not covered. Individual insurance of the work is the responsibility of the exhibitor.

### SALES

Rugby and District Art Society will levy a commission of 10% on all sales. Completed entry forms should be received by the Rugby and District Art Society Exhibitions Secretary, either by email to [newellwise@gmail.com](mailto:newellwise@gmail.com) or by post to 5 Bowen Road, Rugby, Warwickshire, CV22 5LF. no later than **2<sup>nd</sup> November 2022**

### ENTRY FEES

For each 2D or 3D work hung - £5  
For each 3D work on plinths etc - £2  
For each item in the browser bar £2  
A 10% commission will be taken on all sales including cards .

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### ENTRY FORM

Please note that in order to produce exhibition labels in time for the opening, the title, medium and price of work to be displayed (other than browser bar or cards) must be submitted at the time of entry.

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Maximum of 2 entries for wall display work. (includes 3D work)

Maximum of 6 entries 3D work (of which 3 may be wall hung whilst others displayed on plinths or in a RADAS supplied glass cabinet)

ARTIST'S NAME \_\_\_\_\_

Telephone number \_\_\_\_\_

e-mail \_\_\_\_\_

Exhibit No	Title	Eligibility	Medium	Price	Entry Fee	Collected
1		All Artists				
2		All Artists				
3		All Artists				
4		3D only				
5		3D only				
6		3D only				
	Number of Browser bar pictures @ £2 each	N/A	N/A	N/A		
				Total		

(Please download from the RADAS website ([rugbyanddistrictartsociety.org.uk](http://rugbyanddistrictartsociety.org.uk)) a form to list cards and/or browser bar pictures when you hand in your work. )

Copies will also be available during handover on the Friday. The completed sheets should be handed in with the work and will be used by the treasurer to pay for sales after the exhibition.

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