

What is 'Autumnal Changes' Open Art Exhibition?

- An exhibition featuring a wide range of 2D and 3D work by many artists
- All works of art are an exploration of our theme: Autumnal Changes
- All works of art are for sale

Who can enter?

- Artists of any age and level of experience can enter work
- You'll need to bring your work in person on the handing-in morning (or arrange for someone to bring it for you)
- You'll need to steward for up to three half-day stewarding sessions during the exhibition (but don't worry – you won't be on your own in the art gallery)
- If you're too young (under 18), or not well enough to steward, you can nominate a friend or relative

Will my work be accepted?

- Entries are assessed by a small panel of invited artists
- Many works will be selected and hung in the exhibition, some will be selected and held in reserve to replace sold work, and some will not be selected
- We will email you to let you know how you got on

What do I need to do to enter work into the Open Art Exhibition?

- 1 • Be sure to read this document in full
- 2 • Submit your paperwork online: **DEADLINE Thursday 4 October at 9 am.** Submissions entered after this time will not be accepted.
- 3 • Bring your artwork and pay by card (not Amex or Diners Card) on the handing in morning: **Tuesday 9 October, 10 am - 12 noon**

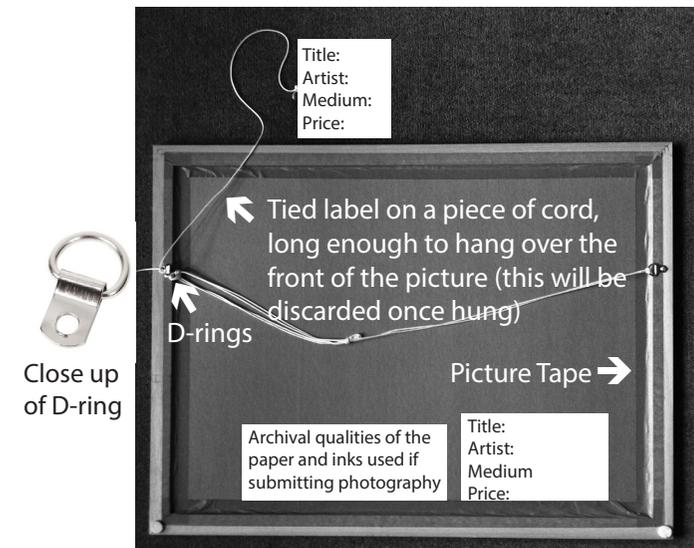
Conditions of Entry

- All of your work must be for sale, and you may not adjust or negotiate the price of any piece after your paperwork has been submitted
- All work must be original (no reproductions) and, in the case of printmaking (and photography where relevant) clearly labelled with edition information. For photography please label the back of the piece with the archival properties of the paper and inks used
- Your work may not have been submitted to a previous Harbour House open art exhibition
- You must steward for up to three half days during the exhibition (or nominate someone to steward on your behalf)
- There is a non-refundable submission fee of £6 per item
- For each paid piece of work you submit, you may also enter at no charge a piece of original art work for the gallery browser (relating to the theme and presented to gallery standard)



Presentation of Work

- Each piece must have two labels showing artist, title, medium and price: one label attached to the back of the work (or the base if 3D), and the other tied to cord long enough to hang over the front
- Work for hanging must have two D-rings (1.5 cm minimum) and picture cord fitted approximately one quarter of the way down the frame (or so the artwork does not hang forward when holding the picture by the cord) (see illustration)
- Unframed canvases must have clean edges with no staples visible
- Work in frames must not touch the glass
- Frames and mounts must be good quality and neutral, ie. wood, white, grey, cream or black (NB no clip frames and no frames with gold on)
- The backs of frames must be neatly sealed with picture tape (not parcel tape, masking tape etc)
- Browser pieces must be backed with card, wrapped in cellophane and labelled (NB unframed canvases will not be accepted for the browser)



2 Please read carefully before submitting your paperwork online and bringing your work along on the handing in morning

Before submitting your paperwork online:

DEADLINE FOR ENTRY:

Thursday 4 October at 9 am

- Get together all the information needed to fill out the online form:
 - 1 • Your details
 - 2 • Entry information including price (bearing in mind that Harbour House will take 20% commission on the sale of work)
 - 3 • Stewarding availability
 - 4 • Artist's statement explaining the thinking behind your submitted artwork/s. This may be descriptive or visual (max 1 sheet of A4) (NB this will be seen by the selectors and will be displayed in an A4 folder in the exhibition for visitors to consult)
 - 5 • Optional - good quality jpegs of the submitted work for us to use in publicity (in focus, cropped, not taken behind glass)

Before you bring your work along:

- Check that the presentation of your work fits the requirements for a Harbour House open art exhibition
- Arrange insurance for your work (optional) as although Harbour House will take every care with your work we cannot be held liable for loss or damage

Handing-in Morning:

Tuesday 9 October, 10 am – 12 noon

Please bring your work to:
Harbour House The Promenade,
Kingsbridge, Devon, TQ7 1JD

- If you cannot bring your work yourself, you can ask a friend to hand it in for you
- When you arrive, your framing/presentation will be checked and your picture labels will be checked against your online submission form

Please make sure you bring:

- Debit/credit card (not Amex or Diners Card) for your submission fee.
NB if someone is bringing your work on your behalf, they will need to pay with their own card

What happens after I submit my work?

Monday 15 October:

By this date we will have contacted you to let you know if your work has been selected, to confirm your stewarding dates and to confirm arrangements for the Preview Evening.
If you have not heard from us by 12 noon on this date, please call the office

Preview Evening: Tuesday 16 October

This is an invitation-only event for you and one guest

During the exhibition

- Please encourage your friends and family to visit
- Do take advantage of any social media that you use to bring the show to a wider audience
- We will email or phone you if a piece of your work is sold
- We will email you if a piece of your work is taken from the reserve collection and hung in the exhibition

After the exhibition

- Unsold work must be collected from the art gallery on **Sunday 28 October, between 11 am and 12 noon**
- If you are unable to come at this time please tell us in advance who will be collecting your work
- We will pay you at the end of November the price of any work you have sold, less 20% commission
- If your work sells within two months of the close of the show and as a direct result of our exhibition or our publicity, commission will still apply

Can't find the answer to your queries or need some help?

- Email us well in advance at info@harbourhouse.org.uk or give us a call on 01548 854708 (weekday mornings, 10.30 am – 12.30 pm) and we'll be happy to help