Lingfield Art Summer Exhibition 2013 – Terms & Conditions of Entry

Eligibility & Acceptance
Paintings, sculpture, pottery, glass and ceramic exhibits produced by living individuals NOT organisations. Exhibitors must be over 16 years of age. The Exhibition Directors and the Exhibition Team’s decision will be final regarding the acceptance of exhibits. Where exhibits are not accepted, the Entry Fee will be refunded.

Quality
The exhibits submitted must demonstrate that the artist has created the work and that it is of a saleable quality.

NO Prints
The exhibition displays only artwork where the medium has been applied by hand. Therefore NO PRINTS will be accepted.

Application to Exhibit
Application Forms will be accepted on a first come first served basis, provided that space is available and that entries are received before the closing date shown on the Exhibition Timetable. Artists are subject to the observance of these Terms & Conditions of Entry.

Number of Exhibits
Each individual may enter up to FIVE exhibits. The number is limited because of space constraints at the venue. Please note that the Hanging (Entry) Fees are also set by the overall size of the work. Smaller works may be submitted as ‘sets’ where they are to be sold together with one sale price.

Not for Sale
Work may be submitted that is not for sale (NFS). The Hanging (Entry) Fee is shown on the application form. These exhibits will be marked with a Green Dot and NFS in the catalogue.

Entry Fee & Commission
The Hanging (Entry) Fees are shown on the Application Form and these apply to all exhibits. There is a 10% commission charge on all exhibits sales. Hanging fees are non refundable.

Labelling
When we have received your Application Form you will receive a receipt (or rejection if we are oversubscribed). Each exhibit you are entering MUST have a label on the reverse (if a painting) or on the base (if a sculpture) marked with the name of the work, the medium, your name and telephone number. No other labelling will be accepted and entries not so labelled will be rejected.

Frames
All paintings MUST be fitted with ‘D’ rings (to minimise damage to other paintings when stacked) They must be positioned 1/3rd down from the top edge and strung for hanging. Unframed canvases and box canvases will be accepted provided they are strung for hanging in the same way. Paintings not so strung and clip frames will not be accepted.

Frame Size
We regret that miniatures cannot be accepted as we do not have display space. Please also advise when making your application if the size of the Painting exceeds 122cm x 61cm (4ft x 2ft).

Sculpture & Plinths (indoor only)
All sculpture over 10cm high (8 inches) MUST be provided with a plinth or stand. Smaller items will be displayed in a glass cabinet. It is the responsibility of the sculptor to ensure that the item is securely and safely anchored to plinths. Whilst we cannot display pieces outside we may be able to display one or two large pieces indoors. Please advise if your entry is freestanding or larger than 60cm (2 ft) high. It will be assumed that plinths are not for sale unless indicated otherwise.

Sculpture Edition
Please indicate on the Application Form if ‘Unique’ or an edition (e.g. 2 of 20)

Artists Greetings Cards
Exhibiting Artists may display artist cards greetings cards for sale, which depict your work. We have space for 20 artists and therefore have to restrict the number of styles to FOUR (one size for each) and the number of cards of each style to TEN. There cannot be offers for multiple cards (i.e. five for the price of four). ALL cards MUST have your name and the price in multiples of 50p (£1, £1.50, £2 etc) marked on the back. Cards incorrectly marked will not be accepted. Applications to display will be dealt with on strictly first come first accepted basis. There is a 10% commission charge on all card sales.

Exhibit Delivery (Handing In)
Entries (and Artists Cards if applicable) will only be accepted if delivered to the venue on the Handing In day at the times shown on the Exhibition Timetable.

Hanging
Due to variations in size, colour, tone and subject, etc. no artists work is hung together. It is the Hanging Teams decision as to where any work should be hung in order to enhance the public’s visual appreciation. The Hanging Team’s decisions regarding the placement of exhibit is final.

Artists undertaking Commissions
Artists may indicate that they can undertake commissions and this will be shown in the catalogue. Should artists wish to place their details on the Lingfield Art website www.lingfieldart.org they can contact lingfieldart@btinternet.com with their details. There is a small annual admin fee of £10.

Insurance
Insurance for the exhibits submitted must be provided by the artist. Neither Lingfield Art Ltd, nor the venue, will be responsible for damage or loss to any exhibit. Stewards and other volunteers helping with the event will be insured by Lingfield Art Ltd.

Bid Box
A bid box is provided during the Exhibition for the public to submit bids for any Exhibits. It is entirely in the artists discretion to accept or reject any such bid at the conclusion of the exhibition. For conditions see the notices displayed during the exhibition.

Stewarding
The exhibition cannot run without stewards. We therefore ask you to steward for at least ONE two hour period during the week. Please spend more time if you can. Stewarding helps to keep the exhibits safe and the public like to meet the artists who exhibit.

Private View
If you are able to exhibit, submit the Application Form and are accepted, we will send you an invitation to the Private View for you and your guest.

Donations
Where artists wish to donate the proceeds of any sale to their chosen charity, this should be done privately. They should complete the Application Form in the normal way under their own name and submit their application within these Terms & Conditions of Entry.

Photography
No photography is permitted at the exhibition but the Exhibition Directors reserve the right to take photographs to publicise future Exhibitions.

Exhibit Collection (Handing Back)
Exhibits may not be removed during the exhibition without the agreement of the Exhibition Directors. All work NOT SOLD MUST be collected on the last day of the Exhibition shown on the Timetable. Lingfield Art Ltd will not be responsible for any work left at the venue after that time.