

Submission information

96th ANNUAL OPEN EXHIBITION
Of the Society of Graphic Fine Art,
Menier Gallery, London SE1 1RU

2 – 14 October 2017

Closing date for entries Friday 21st July 2017

DRAW 17

1. Exhibition Information

- OPENS: Monday 2nd October, 12:30 pm
- CLOSES: Saturday 14th October, 5:00 pm
- HOURS: Monday -Saturday 11:00 am to 6:00 pm; Sunday closed.
- PRIVATE VIEW: Tuesday 3th October 6:00 pm – 8.00 pm. All Artists and their guests are welcome.
- ACCESS: STAIRS ONLY to the lower ground floor.

2. Important Deadlines

- DEADLINE FOR SUBMISSION OF WORKS: Friday 21st July 2017.
- SELECTION - You will be notified of the result of selection by early September 2017.

NOTE: See section 11 to book delivery and collection of your works

3. Framed Work Submission and Fees

- FULL MEMBERS - up to **5** framed works.
- HONORARY MEMBERS - up to **4** framed works.
- ASSOCIATE MEMBERS - up to **4** framed works.

See Section 4 for maximum submissions if OVERSIZE WORK included

FEES: No member submission fees for framed works.
or for Folios (3 max), Cards (20 max) or Books (10 max).

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- NON-MEMBERS - up to **3** framed works. See Section 4 for maximum submissions if OVERSIZE WORK included

NOT ALLOWED: Folios, Cards or Book submissions.

FEES (payable on submission): A non-returnable entry fee of **£15** per work submitted. **£30** for each oversize work- see below.

FEE PAYMENT - This should be paid by bank transfer to:

The Society of Graphic Fine Art, Sort code : 09 01 51, Account number: 17760900

Reference : Your Name, Please advise payment by email to: mikesclark@gmail.com

CHEQUE PAYMENT : Please send your cheque made payable to **Society of Graphic Fine Art** to SGFA, 43A Tupwood Lane, Caterham, Surrey, CR3 6DB. Write on the reverse of the cheque – Draw17 Entry and your name as it appears on the Entry Form.

4. **Oversize works**

- OVER 1 METER either in height or width based on the OUTSIDE frame size = **two** entries.
Full member could enter 5 non oversize works, or 1 oversize work and 3 other works, or 2 oversize works and 1 other work.
Associate and Honorary Members could enter 4 non oversize works or 1 oversize work and 2 other works.
Non Members could enter 3 non oversize works or 1 oversize work and 1 other work.
- NOT ACCEPTABLE: any work OVER 1.8 METERS either in height or width based on the OUTSIDE frame size.

5. **Commission Terms**

- SALE OR RETURN BASIS
- 35% COMMISSION - deducted from the sale price of all work sold.
- NO VAT included
- 10% COMMISSION - on CARDS and BOOKS, deducted from the sale price of all work sold.

6. **Eligible Work**

- DRAWINGS in any medium: - pencil, coloured pens and pencils, pen and ink, pastels and oil pastels, charcoal, conté, etc.
- ANY ORIGINAL ARTWORK: including paintings which demonstrate evidence of drawing by hand: - original printmaking, watercolours, acrylics, etc.
- Artists submitting MORE THAN TWO small framed works, or one large, must include at least one in MONOCHROME.

7. **Not Eligible**

- DIGITAL IMAGERY generated by computer.
- GICLEE PRINTS, or any reproductions or facsimiles.
- PREVIOUS WORKS hung in an SGFA London exhibition.
- WORKS older than 3 years.
- ILLEGAL WORKS – Infringements of copyright law, Reproductions of another's composition regardless of media (even with permission of the artist).

8. How to submit work

- ONLINE through the CALL FOR ENTRIES PAGES .
- DEADLINE FOR SUBMISSION: Friday 21st July 2017.
- QUERIES: contact -Susan Poole Susan@oldsbrim.co.uk if you have any questions.
- ALL INFORMATION BOXES are required. Progress through the submission pages will not happen without the relevant information being provided.
- FRAMED SIZE- Measure the OUTSIDE of the frame in cms, first the height and then the width. Enter in whole cms, round up part cms, If your work is a boxed construction frame please include depth after width h x w x d. If your work has not been framed at the time of entry we need as accurate an estimate as possible. If upon framing the size varies significantly contact us.
- IMAGE SIZE - Measure the image within the frame excluding the mount, first the height and then the width. Enter in whole cms, round up part cms.
- The AGE box should only be completed if you are under 30 and thus eligible for the Young Artists Drawing Award.
- TICK THE BOX marked I have read, understood and accepted the terms and conditions of entry.
- UPLOAD IMAGES – After ticking the box you will automatically move to the upload page. **There follow the instructions.** You will Click to raise pre-addressed emails to which you will attach the image (**jpgs only**), one image per email. Images of poor quality and low resolution will affect your chances of selection. File size no more than 6MB.
- ONLY 1 IMAGE OF EACH WORK.
- IMAGE NAME - Please use the following format - example: PooleSusanModelSoldierL.jpg where Poole is last name, Susan is first name, Model Soldier is title of work. The letter 'L', in this example, is only entered if your work is oversize as defined in paragraph 4. Any original work received at the gallery that is not substantially the same as represented by your images will not be hung.
- WHEN THE EMAIL/S ARE SENT YOUR APPLICATION IS COMPLETE.

9. If you cannot Submit your work Online

- Please contact - SGFA c/o Oldsbrim Studio, Poundsgate, Dartmoor, Devon, TQ13 7PT
Tel: 01364 631453

10. Terms and Conditions

General terms and conditions

- **Insurance.** The SGFA and the gallery will take all reasonable precautions to protect work submitted for exhibiting. However, neither the SGFA nor the gallery is responsible for any loss or damage to the work. *You are advised to take out appropriate insurance on your work.*
- **Publicity.** All work is submitted on the understanding that it may be photographed and/or images of the

work may be used in publicity, press releases, reviews and articles associated with the exhibition.

- **Sales.** All submitted work must be for sale. Any exception to this must be agreed prior to submission by arrangement with the SGFA.
- **Sales prior to exhibition.** If you sell a submitted work prior to the exhibition you may *not* submit another for sale in its place. However, the original may be displayed as Not for Sale (NFS) by prior arrangement with the SGFA. If work is sold in connection with the exhibition by any means, normal commission of 35% to the SGFA is due

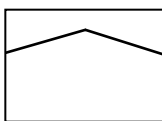
Submitted and selected work

All works must be eligible. All work submitted is governed by the relevant rules of the Society. Work which is evidently not eligible when presented will not be exhibited.

- The artist must be able to assert copyright for the original artwork presented. This means it must not be copied from an original work or photograph created by another person. Nor should it be an identifiable reproduction of another's composition (regardless of media) even with copyright waiver, or if the permission of the artist has been obtained.
- Pricing for framed work must observe **minimum prices**: Paintings and drawings £250; editioned prints £150. Folio work is at the artist's discretion.
- The SGFA will endeavor to hang all selected, eligible works.

Instructions for selected framed work

- All framed work must be presented unpacked, labelled and ready for hanging.
- Work must be labelled on the back in BLOCK CAPITALS with: **Name of Artist, Title, Medium, Price.**
- Framing must be robust, sealed, and fitted with "**D**" rings and strong nylon hanging cord (if wire is used it must be bound by tape). See below – shows reverse of the work, the cord as hung and where to fix your D rings. Metal frames are inadmissible. Very heavy/large works may require mirror plates. **If your work is accepted** please contact us if your work weighs over 10kg, or is over 1.5 meters in height or width.



- No work should have any projections which might damage another frame when stacked.
- Elaborate framing and/or coloured mounts are not recommended.
- Double check that **both** the framed and image size given in your submission are correct - see section 8 FRAMED SIZE. Accurate information gives us the true scale of your work and the ability to hang it effectively.
- The SGFA reserves the right to reject any work which has framing unsuitable for hanging, which is not the size given in your submission or is presented in an unacceptable condition.

Instructions for unframed work, artists' cards and books (SGFA Members only)

- All folio work must be presented in a suitable quality mount/mat and sealed in protective, transparent film.
- Folio work must be labelled on the back in BLOCK CAPITALS with: **Name of Artist, Title, Medium, Price.**
- Folio work must be original artwork; reproductions, giclee prints, photographs or other reproduction methods are not admissible.
- Folio work, artist cards, and books must not be replaced when sold.

- All artists cards submitted should be **the same price** and priced in units of 50p. The maximum price per card is £10. They should be sealed in clear protective film, and labeled with the artists name and price.
- Books (one title only) must be priced on the back.

11. Delivery and Collection

Delivery and collection direct to MENIER Gallery

- DELIVERY to Menier Gallery: Sunday 1st October between 11.00 am and 12.30 pm ONLY.
- REMOVAL from Menier Gallery: Sunday 15th October, between 11.00 am and 12.30 pm ONLY.

Delivery and collection service by ART MOVES OF CHELSEA.

Your accepted work needs to be delivered to Art Moves of Chelsea.

Instructions for framing are set out in section 4 above; *your work must be unwrapped at Art Moves.*

The dates for 2017 delivery in London and for regional locations are as follows:

DELIVERY

Location	Address	Date	Contact
LONDON	Art Moves of Chelsea, Chelsea Self Storage, Blantyre Street, Chelsea, London SW10 0EQ	Thursday 28 th September 12:00 noon - 3:30 pm Saturday 30 th September 12:00 noon - 3:30 pm	
BIRMINGHAM BRISTOL CARDIFF NORWICH	Contact Sharon of Art Moves before 17th August 2017 if you think you may require this service. Details of dates in September, times, locations and any additional costs can be agreed between you and Art Moves		Sharon 020 7352 7492

COLLECTION

Location	Address	Date	Contact
LONDON	Art Moves of Chelsea, Chelsea Self Storage, Blantyre Street, Chelsea, London SW10 0EQ	Thursday 19 th October 12:00 noon - 3:30 pm Saturday 21st October 12:00 noon - 3:30 pm	
BIRMINGHAM BRISTOL CARDIFF NORWICH	Contact Sharon of Art Moves before 17th August 2016 if you think you may require this service. Details of dates, times, locations and any additional costs can be agreed between you and Art Moves		Sharon 020 7352 7492

Please contact Art Moves if it is not possible to deliver or collect your work on the set dates above and make your alternative arrangements with them. Additional charges may apply.

A list of what you are entering – (display works, folios, cards, books) should be given to Art Moves when you deliver work to them).