

Open [1] at Salford Museum and Art Gallery



Submission guidelines and entry form

Open to all artists living, working, studying or were born in Salford. There is no age or medium restriction. This is your chance to exhibit your work!

How to enter - Please print and complete this entry form and submit it with your work when you deliver it to the Gallery. Printed versions of this form are available to pick up from the reception at Salford Museum & Art Gallery in advance of the delivery days.

Entry fee - £5 per entry, up to 2 entries per artist.

This is non-refundable and will need to be paid by cash or card during the hand-in.

Hand-in - Please bring this completed form with your labelled work on either:

**Friday 6 July between 10am-4pm or Saturday 7 July 2018 between 12-3:30pm
To Salford Museum and Art Gallery, Peel Park, The Crescent, Salford, M5 4WU**

Please note there is a pay and display car park directly in front of the museum or we are very close to Salford Crescent Train Station and on numerous bus routes.

The gallery can not accept submissions during any other time. You can arrange for someone else to bring your work for you. Works sent by post or carrier will not be accepted. You will need to unwrap your work and take away the packaging during hand-in. No handling assistance is available.

Any unselected work will need to be collected from the Gallery on either:

Friday 13 July between 10am-4pm or Saturday 14 July 2018 between 12-4pm

You will be notified by the 11 July 2018 if your work has not been selected.

Any unselected work left on the premises after the 14 July 2018 will be disposed of.

Exhibition dates - There will be a private view of the exhibition and presentation of prizes on Friday 20 July 2018, 5-8pm that all artists, their family and friends will be invited to.

The exhibition is open to the public during our usual opening times from Saturday 21 July to Sunday 11 November 2018.

It is the artist's responsibility to collect any NFS (not for sale) or unsold works from the Gallery at the end of the exhibition on either:

Friday 23 November between 10am-4pm or Saturday 24 November 2018 between 12-4pm

You will be notified if all of your works were sold.

Any works left on the premises after the 24 November 2018 will be disposed of.

Sale of work

- All sale of work during the exhibition period will be dealt with by the Gallery and will be subject to 40% commission. All works will remain displayed in the exhibition until the end of the exhibition period.
- The prices are non-negotiable.
- Artists will be paid for any sales minus commission by BACS after the end of the exhibition.

Terms and Conditions

- The exhibition will be held at Salford Museum and Art Gallery from 21 July to 11 November 2018.
- All artwork for the exhibition will be chosen by a selection panel including a guest judge. Their decisions will be based on artistic quality, integrity and a desire to achieve a diverse exhibition. The selector's decisions will be final and no discussion will be entered into.
- All work must be ready for display prior to delivery including labelling, framing and fixings.
- The Gallery reserves the right to refuse any works unsuitable for display.
- All selected artwork is arranged and installed by the Gallery.
- All works entered should, if required, be insured by the artist against loss or damage whilst at the Gallery. Salford Museum and Art Gallery will not insure any works and can not be held liable for any loss or damage to work or frames however caused.
- All proceeds from entry fees and commission from sales helps to support the work of Salford Museum & Art Gallery.

- Images of the selection process, submitted and exhibited work may be used for publicity purposes.
- Artists may be contacted for information regarding press releases and other publicity related material.
- All communication from the Gallery will be via email. Please make sure this is written clearly on your application form.
- Please help to promote the exhibition using your social media. You can link up to us on Twitter @salfordmuseum or find us on facebook and instagram - salford.museum

Prizes: 1st £250
 People's choice £100 (awarded at the end of the exhibition)
 Other sponsor prizes will be announced at the private view of the exhibition

How to prepare work

Labelling work:

Each artwork must be clearly labelled on the back with title, artist name and sales price/NFS, which MUST correspond to the information given on this form. All wall hung works should also have a hanging label attached- this will need the same information, but attached by a piece of string long enough to dangle over the front of the work during the install.

Framed or wall hung works:

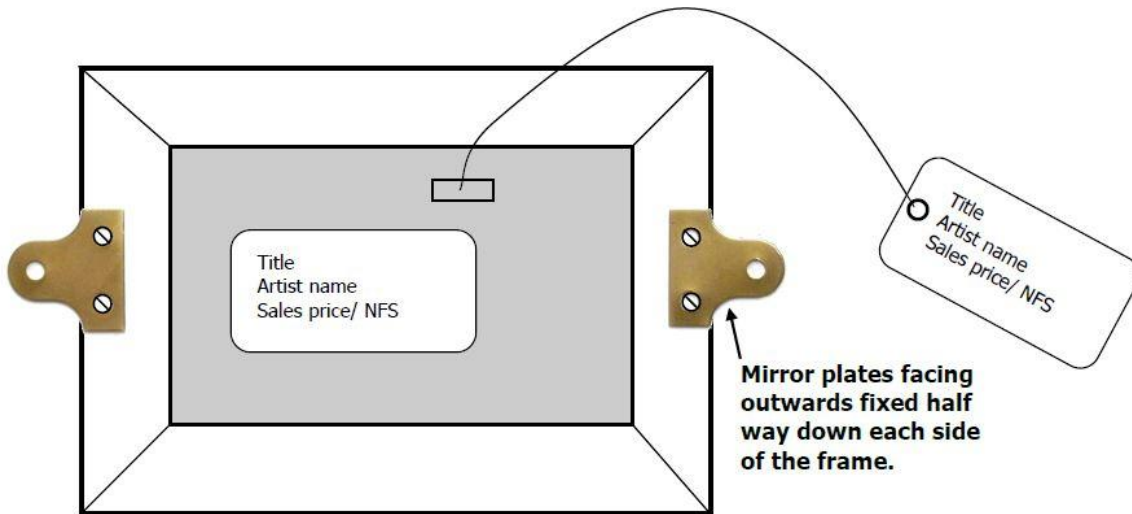
All works to be hung on the wall must be fitted with mirror plates. Works must be securely and appropriately framed. Clip or metal frames will not be accepted. For textiles mirror plates can be fixed to a baton.

3D work:

We welcome 3D work, craft and sculpture, although we may be limited by case and plinth space.

Digital:

We welcome digital work, but we have limited resources and equipment. Please contact the Gallery to discuss how we can accommodate your digital work on salford.museum@scll.co.uk



The Gallery will make every effort to show selected work, however we may be limited by space if there is a large number of applications. We also can not guarantee to show any over-size (bigger than 150cm in any direction) or over-weight (if it needs more than one person to carry it) works that may obscure other works or be difficult to install. The Gallery reserves the right to refuse any works unsuitable for display. The Gallery's decision is final.

Receipt: Artist Name _____

Entry 1	Title		£/NFS	
Entry 2	Title		£/NFS	

Entry Form: Open [1] Please fill in the following clearly

Eligibility (please circle) I currently:

Live in Salford Work in Salford Study in Salford Born in Salford

Age group: under 18 18-25 26-35 36-45 46-55 56-65 66 and over



Name	
Address	
Email	
Phone number	

Submission 1:

Title	
Medium	
Size	
Price (inc. commission) or NFS	
Inspiration behind piece	

Submission 2:

Title	
Medium	
Size	
Price (inc. commission) or NFS	
Inspiration behind piece	

Please provide the following if you have works for sale (it will be kept confidentially)

Name of bank	
Account holder's name	
Account number	
Sort code	

Salford Community Leisure would like to keep you updated with future exhibitions and events.
If you are happy for us to do this, please tick this box

Declaration: I have read the guidelines and agree to the terms and conditions, delivery and collection dates. I agree to the Gallery using images of submitted work for publicity if required.

Signed: _____

Office use only: Attach receipt