



www.portshantsart.org.uk

Portsmouth & Hampshire Art Society
Summer Exhibition
 St Thomas' Cathedral
 High Street Old Portsmouth
 27th July to 7th August 2019

MAIN ENTRY FORM Paintings, Sculpture, Prints etc **• DEADLINE FRI 21 JUNE •**
 Return by 21st June to The Exhibition Secretary, 1 Sussex Road, Southsea, Hants, PO5 3EX

Name..... Telephone.....
 Preferred catalogue name if different than Name

Address.....
 Membership. Tick appropriate Status: Full Associate Junior
 maximum 6 entries for Full Members, maximum 4 for Associates, 1 for Juniors

25% commission will apply on all works sold. Minimum selling price is £40 per work
 Please list works in order of hanging preference in case a limit has to be applied.

Official Use	TITLE	MEDIUM	PRICE £

Describe an **Artist's Original Print** by method of production e.g, *etching, linocut etc*
 Note: Giclée prints will only be accepted as portfolio entries.

RECEIPT FOR MAIN ENTRY PHAS Summer Exhibition 2019
 please complete as above - this section will be returned to you as your receipt at hand-in

Official Use	TITLE	MEDIUM	PRICE £

Name.....Address.....

Clearly written labels showing Artist's name, address (optional), title of work, medium and price are required on the reverse of each exhibit.
 One stuck firmly, the other attached to the exhibit with string.
 See Regulations for details

ENTRY FORMS WILL NOT BE ACCEPTED ON HANDING-IN DAY
 Delivery, Collection and Insurance of work are the responsibility of the Exhibitor



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PAYMENT FORM

• DEADLINE FRI 21 JUNE •

Return by 21st June to The Exhibition Secretary, 1 Sussex Road, Southsea, Hants, PO5 3EX

Please make cheques payable to:— Portsmouth and Hampshire Art Society

Please write the Society name as above in full on your cheque

Note – Forms will not be accepted without a completed stewarding form

FEES

		£	p
Paintings/Drawings/Sculpture/Prints etc	£2 x number of works		
Exhibits Not for Sale	£5 x number of works		
Portfolio Entries	50p x number of works		
Additional payment if one size exceeds 36"	£2 x number of works		
Additional payment if one size exceeds 60"	£8 x number of works		
Exhibition Fee (no charge for junior members)	£5	5	
	TOTAL		

Name..... Telephone.....

Address.....

Membership. Tick appropriate Status: Full Associate Junior

If an Associate, do you wish your exhibits to be considered for Full membership?
 YES / NO You must have been a member for at least one year.
 Submit **4** Main Exhibition works for consideration.
 Name..... Telephone.....

Dates for PHAS Summer Exhibition **Retain this section as a reminder**

Return all Entry Forms and Fees before 21nd June

Handing In Day	Wednesday	24th July	STRICTLY 2 - 4 pm
Private View	Friday	26th July	7:30 pm - 9:00 pm
Collection Day	Thursday	8th August	10:00 am - 11:00 am

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PORTFOLIO ENTRY FORM Paintings, Prints, Drawings etc. **DEADLINE FRI 21 JUNE**
 Return by 21st June to The Exhibition Secretary, 1 Sussex Road, Southsea, Hants, PO5 3EX

Name..... Telephone.....
 Address.....

ACCEPTANCE CONDITIONS - See also General Regulations

Maximum 5 portfolio entries for Full and Associate Members Maximum 2 entries for Juniors

- A. No stretched canvas works will be accepted
- B. Canvas boards (less than 5mm thickness) for oil and acrylic can be submitted as portfolio items without mounts.
- C. 25% commission will apply for works sold. Minimum sale price £ 20 per work
- D. Exhibits must have a backing board and be covered with clear polythene or like material (cling film is not acceptable). Artist's name, address(optional), title of work, medium & price to be written clearly on a LABEL & stuck on the front top RIGHT corner of each work.
- E. Exhibits sold during the exhibition may be removed by the purchaser when fully paid for.

Official Use	

TITLE	MEDIUM	PRICE £

Describe an **Artist's Original Print** by method of production e.g, *etching, linocut etc.*
Prints must be clearly marked with method of production e.g. Giclée

RECEIPT FOR PORTFOLIO ENTRY PHAS Summer Exhibition 2019

please complete as above - this section will be returned to you as your receipt at hand-in

Official Use	

TITLE	MEDIUM	PRICE £

Name.....Address.....

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CHART FOR STEWARDING AND OTHER DUTIES . DEADLINE FRI 21 JUNE

Return by 21st June to The Exhibition Secretary, 1 Sussex Road, Southsea, Hants, PO5 3EX

Name.....Telephone
Email :(if you are happy with confirmation via email).....

Wednesday	24 July	Setting Up Screens at 10 am	Tick here		
		Setting Up/Hanging at 1 pm	Tick Here		
Friday	26 July	Private View various jobs	Tick here		
		Tick in columns below the periods you can steward			
		9am – 12 am	12 am – 3 pm	3pm – 6 pm	
Saturday	27 July				
Sunday	28 July				
Monday	29 July				
Tuesday	30 July				
Wednesday	31 July				
Thursday	1 August				
Friday	2 August				
Saturday	3 August				
Sunday	4 August				
Monday	5 August				
Tuesday	6 August				
Wednesday	7 August				
If you intend to 'Fill In' Stewarding Gaps			Tick here	<input type="checkbox"/>	
Collection Day Thursday 8th August at 10 am help is needed to Escort Artists and to Wrap Purchases			Tick here	<input type="checkbox"/>	

If you are unable to steward, you must appoint a proxy and inform the Chairman in writing
NAME OF PROXY :

All exhibitors are expected to steward at least twice.
Handing In and Taking Down do not count as stewarding periods
Only Council Members are allowed to hang and arrange exhibits
Entry forms will not be accepted on handing-in day
Delivery, Collection and Insurance of work are the responsibility of the Exhibitor



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REGULATIONS for the Exhibition of Pictures and other works of Art

PLEASE READ CAREFULLY

Eligibility and Numbers of Entries

- Fully paid members of the society only.
- Full members – 6 hanging, 5 portfolio.
- Associate members – 4 hanging, 5 portfolio
- Junior members – 2 portfolio

Type of Entry Permitted

- Own copyright. No copies of other's work.
- Not previously exhibited by the society unless change of type i.e. previously hung paintings can be portfolio items and vice versa
- Hung paintings must be original works – **no prints**.
- Portfolio – original work or print of original work.
- Small entries (less than 400sq cms) cannot be accepted.
- Large entries are subject to additional fees (see entry form)

Quality of Entry

- Frames must be good quality wood or plastic – NO metal.
- Canvases should have ALL edges painted.
- 3D items should be self-supporting.
- Portfolio entries should be backed by strong card and mounted (unless on board) and encased in a plastic sleeve.
- Canvas boards (less than 5mm thickness) for oil and acrylic can be submitted as portfolio items without mounts.
- Picture cord should be used – NO string.
- The hanging cord should NOT be visible when the work is hung.
- Frames and canvases should use D rings or Inset eyes – NO protruding fittings.



Acceptability

- Paintings should be suitable for display in the Cathedral for viewing by all ages.
- The committee and the Cathedral reserve the right to reject any art works which do not follow the guidelines or which pose a safety or security problem.

Labelling

- Art works should be labelled with the following information:
 - Artist Name, Title, Medium, Price
- Labels should be displayed as follows:
- Hanging items: – on back of work AND on luggage tag attached to hanging cord.
 - 3D items: – on base of work.
 - Portfolio items: – on TOP right hand FRONT corner

continued overleaf.

DELIVERY AND COLLECTION

- 1. All works must be delivered to St Thomas' Cathedral, Old Portsmouth at the exhibitor's expense.
- 2. Under no circumstances can exhibitors remove work from the exhibition after selection unless specific criteria are met with regard to the sale of an exhibit and agreed with by a council member during the exhibition period. (This is normally to secure a sale if the buyer lives outside the area)
- 3. On collection day, works must be collected between 10:00 am - 11:00 am. Works not collected at this time will be removed by the cathedral and a storage fee of £5 will be charged per exhibit.
- 4. A receipt (bottom half of entry forms) will be issued to the person presenting artwork once the artwork has been checked against the submission details. Work will only be released with the production of this receipt. Please ensure you have this or pass it to the person who will be collecting your work.

PAYMENT

- 1. A commission of 25% will be charged on all works sold: 15% to go to the society and 10% to the Cathedral but if a credit card is used: 15% to go to the Cathedral and 10% to go to the society.
- 2. The Submission Forms, together with the appropriate fees listed on the Payment Form must be forwarded to the Exhibition Secretary **before Friday 21st June 2019.**
(No charge for Junior Exhibit entries)

Cheque to be made payable to Portsmouth & Hampshire Art Society. Please write name in full.
3. All entry fees are non-refundable.

Handing In Day	Wednesday	24th July	STRICTLY 2:00 - 4:00 pm
Private View	Friday	26th July	7:30 pm - 9:00 pm
Collection Day	Thursday	8th August	10:00 am - 11:00 am *

* A storage fee of £5 per day per exhibit will be levied on works not collected at this time



DISCLAIMER Please sign and return with entry forms

Whilst the society will endeavour to take care of artist's work and to display it in the best manner, exhibitors must accept the following:

- 1. Entries are submitted entirely at the artist's own risk. PHAS does not insure art works and accepts no responsibility for loss or damage during the exhibition.
- 2. Entries to be displayed are subject to the approval of the committee and the Cathedral authorities and may be withdrawn if they are considered unsafe or inappropriate.
- 3. The placing of artwork is the responsibility of the PHAS committee. Any exhibitor making objection to the placing of their work, may be asked to withdraw the piece from the exhibition.

In submitting my work to the exhibition, I accept the above conditions.

Signed Date