

Join in with the celebrations for the opening of Reading Abbey at the Museum this June. RGA has again been invited by Reading Museum to hold a POP-UP SMALL WORKS SALE, on 16TH June from 10.30 to 3.30, with 2 associated activities for families (for which I am seeking help from Members to assist as part of the Pop-up sale), and 'Artists in the Field'* , helping to record the day's activities. As the Summer Show at the University is a 'wall hung art show only' this year, this opportunity has been added at the last minute to augment Members' opportunities for sales by your Council. It is important that Members support this initiative by presenting works for sale, but more importantly offering their help to man and run this pop-up. There are lots of tasks to do. *details to follow.

Any works reflecting the Abbey and its life and era, Museum buildings, people, activities and artefacts and Reading now, will be welcomed, but are not mandatory.

We are therefore making the following stipulations on what work can be entered, because at present we are unsure of which gallery we will be allocated at the Museum, and the time constraints on setting up and taking down the pop-up.

1. All works must be for sale. Make sure ALL items are clearly **marked with your NAME and PRICE**. You can use RGA labels if you wish which you can download from the website from the Summer Show entry details. It is essential that you bring along a clearly laid out **list** (preferably typed) to give in with your work, which contains your **Name** and contact **phone number** for 16 June, as well a **list of all your works** (small works, browsers and cards). Cards should only be recorded by price and NOT the card name, to assist sales being made more speedily. Please be accurate as the price on the work will be the price used for sales. Please be aware that 25% of any sales will be taken to help fund Reading Museum, with the RGA taking nothing on this occasion, so make sure the % commission is incorporated in your prices.

2. Maximum **2 SMALL WORKS Framed or Mounted** (and protected with film and board-backed for stability), Maximum size **32.5cms square** to outer edge of frame/mount. These will be displayed on tables.

3. Up to **10 BROWSER WORKS**, mounted and protected, to be displayed in table-top containers, not browser stands, as we are unsure of space availability at the Museum. The works can be up to **45cms square** to outer edge, but smaller are preferable as this is a small works sale, and buyers may struggle with larger pieces. If larger browser-works are possible we will try to let Members know in time.

4. Up to **25 cards** per Member which should be film protected. Card sale prices should be in whole pounds, (eg £1, £2, or £3)

When, where and how: Saturday 16 June 2018. We are hoping that our Pop-up will be held in the Main gallery, with the family activities held next door in the Windows Gallery. If this arrangement changes, signs will be put up to guide you. Access is by lift or stairs. Please note: THERE IS NO PARKING IN THE VICINITY FOR MUSEUM USERS. YOU WILL HAVE TO CARRY YOUR WORKS FROM MORE DISTANT CARPARKS, OR ON BUSES.

Hand-in: from 10.10am (Museum opening is 10 am). **Hand-back: Between 3.30 and 3.45pm.** (Please note that the museum closes promptly at 4pm, and we have to have cleared our space, and removed tables by then.) Members are asked to help by collecting their own work, and that of others who may be undertaking other tasks for the Guild.

Please make this a successful day for the Guild, its Members and the Museum by offering your time as well as your works for 16th June. Help needed at hand-in, setting up, manning, taking down and hand-back, family activities, and 'Artists in the Field' (numbers will be limited as outside space may be an issue). Please get in touch.