

## **RGA Summer Show at the University 2018**

At last I am able to bring you the information you will need to submit work for the RGA Summer Show at the University 2018.

Since last year's Show RGA Council and in particular our Chairman has been in lengthy discussion with the University about holding a Show in 2018. We are hopeful that these are now complete.

Firstly because of late contractual arrangements with the University, we will have no card or browser sales at the University this year. This I am sure will be a disappointment to many Members and the public. To mitigate this we have agreed to hold a Pop-up Small Works Sale and Activities Day at Reading Museum on the Reading Abbey Opening Day of 16 June. Further details for this will be sent out separately. I am also hoping to make arrangements for another small works, cards and browser sale later in the year.

I hope Members will understand that Council is endeavouring to present as many opportunities as is humanly possible for showing and selling to the public. This does require Members to be supportive by offering their time to make preparations, man the shows and help clear up at the end. Council has therefore agreed that we must insist that all Members who submit work must undertake some task that contributes to the setting up, smooth running and taking down of the Shows.

It has been decided that at certain times we will run with 2 stewards only per session, at other times it will be 3 stewards. A rota timetable will be available at hand-in with fuller details. Each Stewarding session will be from 10am to 1pm, and 1pm to 4pm daily. One Steward per session will be required to be trained in the use of the RGA card-reader, and they will be the only, designated user, per session.

If you are unable to bring your work to the hand-in or collect it at hand-back please try and make an arrangement with another Member before contacting me for help.

The Private View will be on THURSDAY 14 June 2018 from 6.30 pm, and as this is our 5<sup>th</sup> anniversary, Sir David Bell, the University Vice Chancellor has agreed to open the Show. Anthony Wilder our Chairman will make the introductions and be thanking the University on our behalf. We will be inviting previous buyers, potential buyers, and supporters of RGA on your behalf. If you would like to suggest any Gallery owners or business contacts who may be interested in the RGA activities, please contact me so that we can send them an invitation. Council wishes us to promote the activities of the whole Guild on this anniversary occasion, not just individual artists. Please invite guests who are interested in the Guild's work within the wider community, as well as art lovers.

There is still time to produce some beautiful work before the hand-in date, if you haven't started yet. Please help to make this a really special Show by submitting a considered display, and helping the Show to run smoothly by volunteering your time to do stuff!

If you use social media, please begin to publicise the Show. Information and workshop details will be available on the RGA website shortly.

We look forward to seeing you as an exhibitor or a visitor at the Summer Show at the University in June.

Hilary Parkinson, RGA Exhibition Secretary.

## **RGA Summer Show at the University 2018 Information for Exhibiting Members.**

RGA Summer Show at Reading University will take place from Thursday 14 June to Sunday 24 June, 10am to 4 pm daily. **Hand-in: Monday 11 June 2018, between 2.30-4pm and 5-6.30pm. Hand-back: Monday 25 June 2018, between 2pm and 6pm.**

Parking details for hand-in, hand-back and stewarding will be announced later when arrangements have been agreed with the University.

As with previous years, there will be no selection or theme for this show. Exhibiting Members will have an allocated area within the gallery spaces, slightly increased from previous years, of **1.15m wide x 1.50m high**. Within this area artists may create an individual display of no more than **6no. wall hung works**. All frames, fixings etc **MUST** fall within the 1.15m x 1.50 space, with spaces within this area sufficient to enable the works to be fixed to the walls, by **2 mirror plates per work**. Cramming the area does not necessarily create the best display. As each space is a mini gallery to showcase each artists work, thought should be given to how the works should be arranged, and a sketch, or better still a photograph of the works laid out on the floor, will help the hanging team to fully understand your requirements. Where works do not fit within the allocated area the Exhibition Secretary's discretion will be used to rectify this. We will again be asking for votes for the best RGA display, and RGA best work.

As a departure from previous years there will be the opportunity for 4 artists to display up to 6 larger works in a space 2.15m wide x 1.5m to 2.0m high depending on the location in the gallery. If you normally work on the larger scale or harbour ambitions to "go large", please put yourself forward for this opportunity. The chosen 4 will be by secret selection by our Chairman, drawn from his hat. Please send me an urgent email to [exhibitions@rga-artists.org.uk](mailto:exhibitions@rga-artists.org.uk) by Wednesday 23rd June 6pm to get your name in the hat.

Exhibiting Members wishing to show **3D works** should contact me before the show to discuss their requirements. 3D artists may need to supply their own plinths and display materials suitable for the gallery space as we don't yet have a clear idea of what may be available to use from the university.

As last year there will be an area devoted to **single wall works**. Please contact me before the Show if you wish to submit a single work so that a suitable area can be set aside for this group of works. Last year's display of single, beautiful works was much admired.

### **The details:**

Each Exhibiting Member may submit up to 6 works in total, to fit within a 1.15m wide x 1.50m high space.

In order to vary the Show from previous years, four artists will be invited to submit 6 larger works to fit within a larger area. There will be rotation of these spaces in subsequent years if this system can be accommodated successfully. These artists will be contacted separately after the draw.

At least 50% of each artist's display must be new work to RGA exhibitions.

All works (except 3D works) must be framed or on a rigid canvas capable of being fixed to the wall with 2no. mirror plates per work.

All framed works must be sealed at the back with appropriate tape (not cellotape or masking tape). This can be either gummed tape or the newer self-adhesive framing tapes.

All framed works must be behind glass, and non-reflective glass, Perspex, and clip frames will not be accepted.

Reproductions and giclee prints will not be accepted.

Canvases do not require frames but edges must be finished, not left untreated/ unpainted.

If you are submitting original prints, please indicate on the submission form the number available in the edition.

**Submission fees and commission: £10** for up to 6no. works, **£3** for single works. RGA will take 25% commission on all works sold which this year will include all card-reader fees. The selling price should include this RGA commission.


**Labelling:** It is important that labels and forms are consistent.

Each artist will need to submit an **Artists Information Sheet**, a separate **Display Layout Sheet**, an **ID Label on each work** submitted, and a **Catalogue Label on each work** on a long, freely hanging cord taped to the back, which can be hung over the top to the front of the work, used for cataloguing purposes and removed after hanging. Label details following.

# Labelling your Picture

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A PDF of the labels **can be downloaded** from the RGA website's "Info for Members" page at: [www.rga-artists.org.uk](http://www.rga-artists.org.uk) (3 sets of labels on one A4 sheet)

<b>Catalogue Label</b> Please PRINT clearly		<b>READING GUILD OF ARTISTS</b> Reg. Charity No. 296307 www.rga-artists.org.uk
Artist: .....		
Title: .....		
Medium: .....		
Size (cm) W x H: .....		
No. of works submitted: .....		
No. of this work: .....		
Price (£): .....		
Contact phone: .....		
<i>Admin only</i> RGA Catalogue No: .....		

## Catalogue Label

This label must be attached to all works

Attached to the back of the work on long string so it can hang over the front of the frame during the hanging process.

When hanging is complete the Catalogue labels are cut off and numbered, and then used to create the catalogue.

Please make sure all the details are correct!

Artist: .....	<b>READING GUILD OF ARTISTS</b> Reg. Charity No. 296307 www.rga-artists.org.uk
Title: .....	
Medium: .....	
Hand-in Date: .....	
No. of works submitted: .....	
No. of this work: .....	
Price (£): .....	
Contact phone: .....	
Email: .....	

## ID Label

This label must be stuck to the back of your framed pieces.

This label stays on the work.

## Mirror Plates

38mm or larger Mirror Plates must be screwed into both sides of the frame 1/3 from the top. Please ensure the mirror plates (and the fixing holes) are clearly visible from the front of the work, and will lie flush with the wall.

# Artist Submission Form

# Part 1

## Your Details

Full Name: .....

Contact Tel: .....

**Privacy:** We will only use your personal data for organising the exhibition and will only be kept for its duration. See our Privacy Notice at [www.rga-artists.org.uk](http://www.rga-artists.org.uk) or on request.

Your Signature:..... Date:.....

Title	Method	Price	Size (cm)
1			
2			
3			
4			
5			
6			

<b>Total Submission Fee</b>	<b>£10</b>
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You are responsible for organising insurance for your work (if required). The organisers will take every reasonable care of works but neither the RGA nor individuals acting on their behalf can accept liability for loss or damage to any work submitted. Any work exhibited may be photographed for publicity purposes in connection with the exhibition, for RGA records and may appear on the RGA website.

## To be signed by the person who checks and receives your work on the day:

Hand-in Signature: ..... Date: .....

Hand-back Signature: ..... Date: .....

## Stewarding

I am available to steward on these dates:

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## Your Details

Full Name: .....

Contact Tel: .....

Please provide hanging instructions either as a diagram, photograph or sketch of your intended submission. (Leave blank if you are happy for the Exhibition Secretary to do this for you)