

RGA SUMMER SHOW 2019

Guidelines

**READING
GUILD OF
ARTISTS**

Venue: Art Building L04, University of Reading, London Road Campus, RG1 5AQ

Hand-in: Wednesday 19 June 2019 10:30 to 12:00

Hanging: Thursday 20 June starting at 10:00 (see Part 2)

Open: Saturday 22 June to Sunday 30 June 10:00 – 16:00 daily

Private view: Saturday 22 June **Please note change of time 16:30**

Hand-back: Monday 1 July 2019 14:30 – 16:30

Free Parking: White Gates Car Park off Crown Place (off London Road) – a permit to put in your car window will be available from our website nearer the time and at the hand-in.

Exhibition Overview:

Exhibiting in the studios at the Art Education Department on the University's London Road campus offers the RGA a wonderful opportunity to break out from the traditional gallery exhibition and be adventurous. We need to appeal to a wider audience, both young and old. The generous size and flexibility of the space will accommodate a greater variety of work and range of sizes, both two- and three-dimensional. So please feel free to explore your experimental ideas and create a varied and stimulating show. Of course all work is welcome – both traditional and experimental.

Having said that, however large the studios seem, we are often inundated with work and wall space is always an issue. We aim to hang an individual's work together and need to allow for a decent amount of space between artists. Rather than being restrictive, we would like to have a variety of scale – **so if you want to submit large work** (for example in excess of a square metre) **then please limit the number of other works submitted (we suggest a maximum of six medium to small works but two to three if the work is large)** – we rely on a common sense approach). If you have work that demands special treatment or you think is too big, heavy or difficult to hang, please contact us in advance to discuss possibilities. A sketch of the layout indicating how you would like your work to be hung would be useful but changes might have to be made as necessary.

You may also submit 4 browser works and up to 20 cards.

Hanging method:

It is recommended that 38mm mirror plates are used to secure your work to the wall where appropriate as the studio space has multiple entrances. Neither the University, RGA, nor individuals acting on their behalf, can accept liability for loss or damage to any work submitted.

Submission fee will be **£10 per member**. Non-refundable.

If submitting browsers and cards only, submission fee £5.

The RGA charges 25% commission on any work sold.

There will be selection if necessary.

Label your work: using the **RGA labels** which **can be downloaded** from the RGA website's as a PDF from the "Info for Members" page along with guidelines.

Please complete the submission forms carefully and **keep a copy for your records**.

Contact: If you have any questions please contact Carole Stephens on behalf of the Exhibition Team Phone: 07746 862 249 or Email: exhibitions@rga-artists.org.uk

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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 or on request.

Please list your work or if submitting experimental work a description. Please see also Part 2 of the submission form:

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

Total Submission Fee	£10
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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.

Artist's signatures

Hand in: Date:

Hand-back: Date:

Steward's signatures

Hand in: Date:

Hand-back: Date:

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

Stewarding I am available to steward on these dates:

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Artist Submission Form

Part 2

Your Details

Full Name:

Contact Tel:

Please provide hanging instructions either as a diagram, photograph or sketch of your intended submission. If you would like to hang your own work please be contact us so we can accommodate your wishes. Hanging will be Thursday 20th June starting at 10:00.

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Artist Submission Form

Part 3

Your Details

Full Name:

Contact Tel:

Browser Entries: All browser works must be mounted, clearly labelled with **your name, title and price** and sealed in cellophane.

The work must be original. Reproductions and giclee prints are not accepted.

Title	Method	Price
1		
2		
3		
4		

Cards: 20 single cards printed or original. Please use whole pound prices. Each card needs to be wrapped in cellophane and clearly show **your name, title and price** (whole pounds only) so that they are easy to identify..

Number of cards (max 20)	Price each (whole £)

Artist's signatures

Hand in: Date:

Hand-back: Date:

Steward's signatures

Hand in: Date:

Hand-back: Date:

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