

GUIDELINES

Arts Richmond and Richmond School of Art

WORKS ON CANVAS AND PAPER

Arts Richmond's biennial Art Exhibition in conjunction with Richmond Art School is designed as a public showcase for the work of all local artists.

Everyone who enjoys painting and is a member of Arts Richmond, or an affiliated member through a society, or a student at Richmond Art College may submit work.

The exhibition will be held in **The Atrium at Richmond Adult Community College, Parkshot, Richmond, Surrey TW9 2RE.**

From Friday 16 February to Friday 2 March 2018.

Open 9am - 8pm Monday to Thursday, 9am - 5pm Friday and Saturday.

Closed Sunday.

Works on paper in all media, and original artists prints, can be submitted and should be properly presented with mounts and in good quality wooden frames. Oil/acrylic paintings on canvas need not be framed if they are on a solid support and the canvas fixings are at the back of the frame.

All work to be **mirror plated** by the artist before handing in. (see notes on submission form).

Submissions can be of 2 works with maximum size for pictures, including frame, of 50cm x 70cm (approx) - anything larger than this will count as two pictures (alternatively, you can just submit one larger work).

Hanging space may dictate that only one of your pieces will be hung so please indicate your first choice on your submission form.

ALL works should have an adhesive label with your name, title of work, medium, price and your telephone number. Fix label on the back of pictures.

Exhibition hand in/hanging day at the Atrium, Richmond Adult and Community College, Parkshot, Richmond TW9 2RE on Thursday 15 February 2018 9am to 11am.

"Meet the Artist" reception on Saturday 24 February 2018 from 12 noon to 2pm.

Take down/collect work Saturday 3 March 2018 10am to 12pm.

The exhibited work to be for sale with 35% commission to Richmond Art School. Sales to be handled by Richmond Art School who will distribute sale monies to artists.

Cost of submission - **£10 for up to 2 items.**

Closing date for Submissions 31 January 2018.

Send your submission forms and £10 fee to:

**Works on Canvas and Paper
Arts Richmond, ETNA Community Centre
Room 16, 13 Rosslyn Road
Twickenham, TW1 2AR**

Arts Richmond is an independent charity supporting the arts in and around the borough of Richmond upon Thames
www.artsrichmond.org.uk

The copyright in all entries will remain with entrants but individual prints may form part of exhibition publicity Arts Richmond and Richmond Adult Community College are not liable for any loss or damage to entries.

SUBMISSION FORM

'WORKS ON CANVAS AND PAPER'

Arts Richmond and Richmond Art School

15 February Hanging Day Exhibition from 16 February to 2 March 2018



NAME (CAPS)

Address

Email

Phone number

Member of Arts Richmond or Affiliated Society

Student at Richmond Art School

FEES A submission can be up to 2 works. Submission fee **£10**

Please send this part of the registration form & payment to:

Works On Canvas and Paper, ETNA Community Centre, 13 Rosslyn Road, Twickenham, TW1 2AR

Cheques payable to Arts Richmond

Closing date 31 January 2018

No	Title of Work	Media	Price
1			
2			

Richmond Art School will take 35% commission on all works sold

✂

Please retain this portion for your reference to collect work and notes

No	Title of Work	Media	Price
1			
2			

ALSO SEE GUIDELINES

TIMETABLE

Submission forms and fee to to Etna by 31Jan

Hand in 9am to 11am in The Atrium Parkshot Thursday 15 Feb

'Meet the Artist' 24 Feb 12pm to 2pm

Exhibition 16 Feb to 2 March

Take down/collect work Saturday 3 March 10am to 12pm

Notes on mirror plating

For more information please see on the web - Mirror Plate Fixings - Marking a Mark

A mirror plate - also known as a picture frame plate - is a piece of metal designed to lie flat against the back of a picture frame. It's then used to attach the picture frame to the wall. Please ensure that the existing picture hanging system does not project beyond the surface of the back of the frame.

This fixing will be required for all submissions to this exhibition.



Attach a mirror plate at either side of the back of your frame or canvas about one third of the way down with 2 screws so that the single hole protrudes beyond the frame to allow the picture to be screwed to the wall. Wooden frames only, robust enough to take mirror plates. Mirror plates and small screws can be purchased at hardware shops in various sizes.