



ENTRY FORM

Red House Group Members Exhibition

'TEXT ME'



A half gallery exhibition of artworks in all media which includes an element of text :
Text may be handwritten, signage, newsprint etc. in any language or character
(but not just a signature)

18 May - 10 June 2018

**PLEASE READ THE FOLLOWING INFORMATION CAREFULLY,
& NOTE ADDITIONAL INFORMATION OVERLEAF.**

- One piece of artwork per member, unless smaller 3D items that can be displayed together (max 5 items for jewellery)
- An entry fee of **\$10.00** (inc GST) will apply to help cover the gallery hire fee. Fee must be submitted with Entry Form.
- **Exhibitors, please note:** All entries:
 - 1) must be no wider than **1 metre (Including frame)**.
 - 2) must have been **recently finished** (*in the past twelve months*)
 - 3) must not have been exhibited in conjunction with Red House or Gallery M before (*including the shop*).
 - 5) must have the correct hanging devices (*see details overleaf*)
 - 6) must be professionally framed, with neat backing, new tape etc. Old, chipped or dirty frames are not suitable, and bring down the standard of the entire exhibition.
 - 7) weight restrictions may apply - any artwork must be able to be moved / hung easily by one person
- **Artworks that do not comply with all of the above guidelines WILL NOT be accepted.**
- **Artwork must be delivered to Gallery M on (or before) Tuesday 15 May between 10am - 4pm**
(please bring work in as early as possible) If you are unable to bring work in these times, please make arrangements with Gallery staff to deliver prior to that date **NO WORK CAN BE ACCEPTED AFTER 4pm TUESDAY 15 MAY**
- Consignment notes and artwork labels will be included in the May mail-out.

Entry fee \$10 - PAYMENT OPTIONS

- **In person** at the Gallery M counter
- **By Credit Card** via phone (ph: 8377 2904)
- **By cheque** - payable to 'Red House Group Inc'

To pay by **Direct Bank Transfer:**

Red House Group Inc Members Account
BSB: 065 155
Account: 1055 4508
Reference: TEXT-your name

Please complete the section below and return with fee to Gallery M by **Friday 6 April 2018**



Red House Group Members Exhibition

'TEXT ME'

18 May - 10 June 2018



MEMBER NAME:	PHONE:
	MOBILE:
TYPE OF ARTWORK: (ie: painting, photograph, sculpture, ceramics, jewellery etc)	
APPROX DIMENSIONS:	Wall Hanging 2D / Podium-Floor Display 3D (<i>please circle</i>)
I CAN ASSIST WITH HANGING THE EXHIBITION ON WEDNESDAY 16 May YES / NO (<i>see notes over</i>)	

OFFICE USE ONLY

Date received:

Rec no:

Amount: \$

keep this sheet for your information

EXHIBITION TERMS AND CONDITIONS

IMPORTANT DATES

- ◆ **Entry submission:** The Entry Form (lower section overleaf) to be submitted by 6 April 2018. If the quota of artworks has been reached before 6 April, the entry form cannot be accepted. Lodge entries ASAP to ensure participation.
- ◆ **Delivery of artwork: 10am-4pm Tuesday 15 May 2018.** If you have any difficulty with the delivery time, contact Gallery M staff to arrange delivery before that date. **Work cannot be accepted after 15 May.**
- ◆ **Official opening event:** Friday 18 May 2018 (5 - 8pm) All members are encouraged to attend.
- ◆ **Collection of artwork:** Monday 11 June 2018. All work to be collected. No responsibility will be taken for artwork uncollected after that date, unless prior arrangements have been made.

RIGHT OF REFUSAL

- (a) Gallery M staff have the right to refuse any work.
- (b) Any work that may be considered racist, sexist or offensive may not be accepted.

COPYRIGHT

- (a) Copyright of all work remains with the originator of the artwork.
- (b) Gallery M reserves the right to document the artworks, maintain a file and utilise images of the artwork for publicity, information or archival purposes.
- (c) Any exhibitor has the sole responsibility for ensuring that their artwork does not infringe another creator's copyright. Artwork that may infringe the cultural property or moral rights of another person or group may not be displayed.

HANGING AND DISPLAY

- (a) All hanging works must be suitably mounted or framed, with securely fixed hanging cords or wires **attached to D-rings**. The Gallery M hanging system requires hooks to be inserted into the D-rings on either side of the artwork. Screws or lock fittings on metal frames are not suitable. Gallery M had steel D-Rings for sale. **Note: Brass D-rings WILL NOT BE ACCEPTED!**
Artwork that does not meet the above hanging requirements will not be accepted.
- (b) Any display cabinets (provided by exhibitor) must be approved by the Gallery Staff.
- (c) All artwork must be well finished, without sharp edges or rough bases. Any 3-D work should have felt (or similar) on the base if there is any chance of the display stand being damaged.

INSURANCE

It is the Exhibitor's responsibility to insure their own works whilst in transit. All artwork on the premises is insured against Burglary (excluding theft without forcible entry) and Fire only. Maximum claim limits apply. Additional insurance, including Theft, Accidental Breakage or Malicious Damage is the responsibility of the Exhibitor.

GST

All exhibitors must complete a GST / hobby artist declaration when delivering their artwork (on Exhibition Consignment Note). Exhibition Consignment Notes and artwork labels will be sent to all exhibitors before the exhibition delivery date.

COMMISSION

A commission of 33% (includes GST) will be taken from the sale price of any sold items.

PAYMENT FOR SOLD WORKS

Payments are paid directly into the artist's bank account by EFT, if your work is sold you will be asked to provide your account details.

GALLERY INFORMATION

Hours: Mon - Fri: 10am-4pm; Sat: 10am-4pm; Sun: 1-4pm P: 8377 2904 E: info@gallerym.com.au www.gallerym.com.au

Artists who have volunteered to help with hanging this exhibition will be contacted if required.