

Art in the Gardens 1 & 2 September 2018

SUBMISSION FORM – PORTRAITS of DISTINCTION

Title of artwork	Medium*	Value** £	Office Use	Fee paid

* Please see below for medium codes

** Please do not put an artificially high price on your artworks if you really do not want to sell them.

Artist's Name	
Address	
Post code	
Telephone	
Email	

Artwork submitted MUST have full details of name, address, medium and price on the back. No piece will be accepted without it

Signature.....

Please sign to agree to terms & conditions

Delivery to the Exhibition

- Bring the artwork **AND this Submission Form** to the Open Art Exhibition Marquee at Sheffield Botanical Gardens, between **10am and 12 noon** on Friday 31st August.
- Enter the Gardens on foot via the main entrance on Clarkehouse Rd - the Botanical Gardens will be closed to the public for event set up.
- The hanging fee is £5.00, payable on the day the artwork is delivered to the exhibition
- Portraits of Distinction art will not be shown as "for sale" until after the judging to ensure that the winning painting will be available to present to the distinguished sitters in return for their support of the event.
- After the judging at Preview Evening, an announcement will be made to the public that these artworks (unless marked NFS) are for sale.
- If your portrait is chosen as winner you will be contacted regarding the prize presentation which will take place Sunday Afternoon.

Collection of Artwork

Please collect your artwork at the end of the event on Sunday 2nd September between 6.00pm and 7.00pm. Bring this Submission Form, which will be your authority to take the artwork away.

MEDIUM CODES

MEDIUM	CODE
Watercolour	W
Acrylic	A
Oil	O
Pencil	Pe
Charcoal	C
Pastel	Pa

Digital	D
Gouache	G
Coloured Pencil	Cp
Textile	T
Mixed media	Mm
Sculpture/Ceramic	3D
Other	Ot

BRING THIS SUBMISSION FORM WITH YOUR WORK

TERMS AND CONDITIONS – PORTRAITS of DISTINCTION

The Open Art Exhibition is open to all artists at all levels and all ages. The 'Art in the Gardens' event will be open to the public on 1st and 2nd September 2018 from 10.30 am to 5.30 pm, with a **Preview Evening** on Friday 31st August from 6.00pm – 9pm (adults only).

1. **Subject Matter / Copyright.** The subject of your painting is obviously the distinguished sitter or sitters, however the artwork can be made in any style or form, including sculpture or 3D work, with AIG reserving the right to refuse to display any inappropriate or inadequately framed items. AIG take no responsibility for artists infringing copyright laws and if the artists use only the photographs provided by the event organizers, there will be no such problems.
2. **About your artwork.** Artists may submit one piece only for the Portrait competition. The hanging fee for the artwork is £5.00 payable on the day it is delivered to the show. All artwork must be presented in sturdy, well-made frames complete with d-rings or eyelets and strong picture cord/wire. Badly mounted or framed work will not be accepted. Canvases do not have to be framed but this is at the artist's own risk. All artwork must have the title, medium and price as well as the artist's name, address, telephone number on the back. There is no maximum size for artwork, the minimum size is 30cm x 30cm for security reasons. 3D work may be submitted however, the Event organisers reserve the right to refuse pieces deemed too large or too delicate to be safely displayed.
3. **Insurance** The Event organiser's insurance does not cover loss or accidental damage to artwork – please make your own arrangements.
4. **Commission.** 25% commission will be taken on all sales of work.
5. **Advertising.** Please **do not** put business cards or any other info on the **front** of your work. It will be removed.
6. **Delivery and collection.** All artwork is to be brought on Friday 31st September to the Botanical Gardens between 10.00am – 12.00noon. Artwork buyers will be able to collect their purchases between 5.30pm and 6.30 pm on Sunday 2nd September. Artists can collect unsold work between 6.00 and 7.00 pm. AIG take no responsibility for artwork not collected at this time - artists must collect or appoint someone to collect unsold artworks for them using the submission form as a receipt. A late collection charge and possibly a delivery charge may be incurred by not collecting paintings at the appointed time. Late entries may be considered at the discretion of the event organisers.
7. **Alterations.** **No alterations to your Submission form will be accepted on receipt of the artwork.**
8. **Winning Portrait.** By entering this competition the artist agrees to offer his/her portrait to the sitter free of charge if it is chosen as the winning entry. The winner will receive a prize from 'Art in the Gardens' which will be determined by the event organisers and does not necessarily reflect the value of the portrait. However Art in the Gardens organisers will do all possible to promote and publicise the winner in an effort to raise their profile as an artist, unless they specifically request no publicity. All artists submitting work are asked to be available on the day of the prize-giving (**Sunday Afternoon**) in case they are a prizewinner.
9. **Sale of Artwork** Portraits of Distinction art (with the exception of the winning piece) will be for sale unless marked NFS.
10. **Indemnification:** The organisers exercise all reasonable care for comfort and safety of exhibitors and their products but they are not responsible for the entire or partial loss, non-staging or detention of, or damage to same, or to any person or property, whether arising from accident or other persons or from any other cause. Further, it is a condition of entry that each exhibitor will hold the organisers blameless and will indemnify them against legal proceedings and also against compensation for damage arising out of, in consequence of or in connection with any such accident, loss or damage and entries are only accepted on this distinct understanding.

Art in the Gardens Tel 0114 273 6433

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