

YORK ART SOCIETY – EXHIBITION GUIDELINES

EXHIBITION PROCEDURE

1. Members will be notified of exhibition dates and times through all YAS communication channels.
2. **The Entry form** will have details for submission and collection of works. Members are responsible for adhering to these dates and times.
3. Artists should check the entry form for the number of art works which may be submitted for selection for each exhibition. All decisions are final.
4. Members will be charged a submission fee of £5 per artist for any number of works.
5. Work selected for hanging (or reserve) **must remain in the exhibition for the entire duration of the exhibition.** The only exception to this rule is the removal of purchased works by the public.
6. If none of your pictures are hung, the hanging fee (if charged) will be reimbursed.
7. All able-bodied exhibiting members are expected to assist in supporting the exhibition through setting up, dismantling or stewarding during the exhibition.
8. The Society tries to minimize the risk of theft or damage but accepts **no** responsibility for damaged or stolen work (this includes cards and prints).
9. The Society will take a 25% commission from the sale of all items to assist with the financing of the exhibition.

ARTWORK

1. The following types of work are inadmissible for submission and display as part of the main hung exhibition.
 - Works that cannot be safely displayed on the Society boards due to size, weight or construction. (peg boards are approx. 100 cm high x 220 cm wide.)
 - Works that have already been exhibited in previous exhibitions unless notified otherwise.
 - Printed reproductions of original artworks (such as giclee – but see point 2).
 - Works which do not meet framing and presentation guidelines.
 - Works that infringe copyright guidelines.
 - Digital photographs

2. Digital Art Work, etchings and original printmaking is acceptable. Etchings should show the indentation number. Prints and digital art work must be signed by the artist and show the print number against the total number of prints in the run. An artist's certificate for the purchaser could ideally be made available.
3. Cards, prints and unframed originals can be submitted for sale and will be displayed separately. **Note:** cards should be labelled and priced up in multiples of 50p.

SUBMITTING WORK

Each artist should fill in the **Submission Form** and also an **artists' card** for each picture. These will be issued with the entry forms. They should be brought already **neatly** completed on the handing in day.

FRAMING AND PRESENTATION

1. All works must be securely framed (well-presented box canvasses are acceptable).
2. Frames and mounts should be to a professional standard.
3. Glass and Perspex clip frames are not acceptable.
4. Works must be strung and ready to hang (using eyelets/D-rings and picture cord or wire).
5. The cord/wire should be fixed a third of the way down the sides of the frame and the cord/wire should be securely knotted and taut. This will allow the picture to cover the hook on the screen when hung.
6. The use of simple, neutral-coloured frames is strongly encouraged.
7. Oil paints and varnishes should be thoroughly dry.
8. Each work should be labelled on the back with the following information:

Artists Name	Membership. No
Title of Work	Price/NFS
Medium (oil/water-colour/digital/callograph etc.)	
Copy number of digital/printed work (eg. 1/3)	

Please do not stick any labels on the front of the work.

COPYRIGHT: Copying the work of other artists (or photographers) can have legal implications and must be avoided. If you have used another person's work for inspiration then written reference should be credited to them.

The best way to avoid copyright infringement is to paint pictures directly.

Check List for Handing in day *in addition to paintings/prints/cards*

- Completed Submission Form (filled in neatly beforehand)
- An Artist's Card (filled in for each picture to be hung)
- £5.00 hanging fee.
- Prints/cards/unframed work - labelled with price and artist.