

Due to circumstances beyond the editors' control, the Newsletter will not be sent out as early as they had hoped, therefore the information in the Newsletter that is relevant to this year's Exhibition at the Mall Galleries is duplicated below, so that members may know as soon as possible what the arrangements will be.

The entry forms will go out with the Newsletter, which is now being printed.

### **From the Hon Secretary**

ANY entry received after the appropriate membership closing date will NOT be processed under ANY circumstances. Please bear in mind that the Post Office states: 'We aim to deliver all First Class mail by the next working day, and all Second Class mail within three working days'. If you are running behind you need Special Delivery Next Day (up to 100g, cost £4.95) which guarantees delivery by 1pm the next working day or your money back.

Please take the time to fill in your entry form IN FULL and particularly to include a working telephone number and/or email address as otherwise we cannot contact you by post to check any last minute queries.

## **Annual Exhibition**

[www.equestrianartists.co.uk](http://www.equestrianartists.co.uk)  
AT THE MALL GALLERIES, LONDON SW1  
Tuesday 28th July to Sunday 2nd August 2009

### **TERMS AND CONDITIONS OF ENTRY and INFORMATION SHEET**

Please read this information before completing the Entry Form

#### **KEY DATES**

Return of Entry Forms: Friends by 1st June

Associates, Full Members 15th June

Handing-in and Selection: Sunday 5th July from 10.30 am. until 3.00 pm. (FM's from 9.30 am.)

Hanging day: Monday 27th July from 9.30 am

Exhibition Open: Mall Galleries: Tuesday to Saturday 10am to 5pm, Sunday 10am to 1pm.

**PRIVATE VIEW AND PRIZE-GIVING** Tuesday 28th July, 6.30 until 9 pm

All Full Members, Associate Members and Friends are entitled to attend the Private Views and may be accompanied by a partner or guest. Invitations will be issued at a later date.

#### **GENERAL INFORMATION**

**ELIGIBILITY:** Entry of work is restricted to members of the Society whose current membership subscription, has been paid.

#### **FORMAT OF WORK:**

- Work must be original and the subjects must be equestrian.
- Entries may be in any medium.

**ENTRY FEE:** The Entry Fee is £5 for each work submitted to the Annual Exhibition in London, which must be sent with the Entry Form. No refunds will be made.

#### **NUMBER OF WORKS:**

- FULL MEMBERS may submit a maximum of six works.
- ASSOCIATE MEMBERS may submit a maximum of four works.
- FRIENDS may submit a maximum of three works.

#### PRE-SELECTION (Optional for Friends)

- Is an inexpensive process designed to confirm that it should be worth shipping / carrying your works to the Handing-In Day
- Friends should send reasonably high definition images (JPEG up to 100 kb) by email to [images@equestrianartists.co.uk](mailto:images@equestrianartists.co.uk) with the form being sent to the Hon. Sec., or on a CD to the same postal address (given below), also accompanied by the form.
- It is advisable to show at least three views of a sculpture in order to maximise opportunity for acceptance
- Images will be retained for administrative and publicity purposes

HANDING-IN AND • Handing-in and selection will be combined on Sunday 5th July 9.30am - 3.00 pm.

SELECTION OF WORK: • Full members work only will be accepted before 10.30 am

- ALL work will pass before the Selection Panel, where it will be judged without discussion or reference to membership status
- Work which does not get accepted for the exhibition will normally be available for collection within two hours of submission (see note on Uncollected Work below).
- Intending exhibitors who are unable to bring their work to London personally on Handing-in day may wish to consider making arrangements with a specialist carrier.
- Please be aware that processing 400-plus works over the desk (recording and accounting for them properly) and through the Selection Panel in 6 hours allows less than one minute per picture). There WILL be queues (especially at the beginning, when most people seem to arrive).

HANGING FEES: Hanging Fees must be paid on the day of selection for the exhibition. These are:

- FULL MEMBERS - Free
- ASSOCIATE MEMBERS - £7 per work
- FRIENDS - £10 per work
- NOT FOR SALE WORK - £25 per work in both cases (one only from any one entrant)
- YOUNG ENTRIES (UNDER 18) - Free

## Notice to Exhibitors for Annual Exhibition

Please read and note the important points / changes listed below

- Late entries will not be accepted – Please note the key dates indicated on the entry form
- Entries will be accepted only from fully paid up members (please ensure that if you have been upgraded, that the appropriate subscription has been paid for 2009)
- Entry fees must be enclosed with the entry form for all grades of membership. The appropriate hanging fee and/or insurance is payable on the handing in day. Please ensure that the correct sum is available if the work is delivered by a 3rd party.
- Labels must be attached securely on top back of picture with enough string to hang the label over the front of the picture. The information to include: Artist name, Title of Work, Medium used, Selling price, Category of Membership, Address, Telephone number.
- For Sculptors Only - please staple to your Entry Form an A4 sheet of paper stating the casting costs for each piece submitted, inclusive of VAT where applicable.
- It is requested also that the name of artist & title of the work is written on the reverse of the painting, in the event that the label becomes displaced.
- In the case of three dimensional work, e.g. sculpture please ensure that all the above information is written on a label

that is tied to the piece, and in addition, the name of the artist & title is written on an adhesive label fixed to the under-side of the work.

- Please do not attach any fixtures (D rings or screws etc) on the back of the picture. The receiving desk will not be able to remove fixings.
- If you have used any photographs in the preparation of your work that were not taken by you, then you will also need to obtain and bring with you to handing-in a copy of permission in writing from the copyright holder to use the image(s).
- Unframed paintings will not be accepted with the exception of "Deep Canvases" (the canvas must be a minimum of 40mm deep, with no tacks or staples showing).
- Multi-image (example; triptychs) pictures must be within one frame or attached together as one picture and not submitted separately whether the pictures are related or not.
- All paintings must be completely dry.
- Please note the maximum number of works allowed for each grade of membership as indicated on the entry form (Fr. - 3, Ass. - 4, FM. - 6)
- Doors will open at 9.30am for Full Members to deliver their work only. Associates and Friends will be able to deliver their work from 10.30am. We cannot process any work from Associates or Friends before 10.30am. Doors will close at 3.30pm with the last works being accepted at 3.00pm.  
Space is very limited in the handing-in room, giving very little space for unpacking and storage of packing materials, so it would be appreciated if the work is presented to the desk with no fixings together with the yellow copy of the form. At the processing desk you will be given a number in the form of a raffle ticket to retain, which should then be shown to the Treasurer at the finance desk to pay outstanding fees when the work has progressed through the selection panel (approx. two hours).  
Work that has not been accepted can be collected at this point.

#### HANGING

Although every effort will be made to hang work which has been selected for exhibition this may not always be possible, and acceptance implies no obligation to hang.

#### LABELLING

- All pictures/sculptures must be clearly labelled as detailed on the Notice to Exhibitors overleaf.
- The label must be attached at the top of the picture, so that details may be viewed from the front during selection and hanging, but concealed during the exhibitions

#### FRAMING

- All pictures must be properly framed as detailed in the enclosed guidelines.

#### INSURANCE

Members are strongly advised to insure their work. As in previous years efforts will be made to provide a facility whereby all-risks insurance may be arranged through the Society. The rates have not yet been confirmed by the insurers for 2009 but are expected to be of the order of £0.60 per £100 (rounded up to the next £100). Premiums on this policy will be collected on Handing-in day and cover will run from then until the close of the exhibition. The Society accepts no responsibility for loss or damage to uninsured work, and hereby expressly disclaims liability for any form of loss or damage to exhibited work other than described, or for physical injury to an artist's reputation or for any other cause.

**WITHDRAWAL OF WORK** Work selected for hanging cannot be withdrawn until the close of an Exhibition.

UNCOLLECTED WORK • Work not selected for hanging:

All work not selected for the London event should be collected by 3.30pm on Sunday 5th July.

Any work which remains uncollected will be transferred and stored at the Artists expense.

• Exhibited work (Mall Galleries): Any work which was not sold at the exhibition which remains uncollected after 4pm on 2nd August will be transferred and stored, with all costs being borne by the Artist unless a request to hold a few days is made to the Mall Galleries.

COMMISSION Commission of 35% of the catalogue price (excluding VAT if applicable and less casting costs for sculpture) will be deducted on all sales.

CONTACTS Art Move Limited at Unit 3, Grant Road, London SW11 2NU (Tel: 020 7585 1801). (Please note that it is essential to contact Art Move Limited to check the availability of 'staff' before taking work there or calling to collect work)

LOCATION The main entrance for the public is directly off the Mall, near Admiralty Arch. Handing in will be at the back of the gallery which is at Carlton House Terrace.

**Please return forms to Debbie Burt Hon. Sec., The Flat, Red House, Woolston Road, North Cadbury, Somerset, BA22 7DW. Tel: 07549 341376**

Copyright - a reminder

Please note that if you have used any photographs in the preparation of your work that were not taken by you, then you will need to obtain permission in writing for use of the image(s) from the copyright holder of the image(s) you have used. A copy of this written permission will have to be provided at handing-in.

Images

If you would be willing for images of work you are submitting to the Annual Exhibition to be used for advertising purposes, please send images (plus title, artist and medium), res of 300 dpi, file size no bigger than 3Mb by email to [press@equestrianartists.co.uk](mailto:press@equestrianartists.co.uk).

Please note- some Exhibition prizes have age limits (the BSAT best picture by an artist under the age of 30 and the Darryl Nantais prize for the best work in any medium by an artist under the age of 35). Artists under the age of 35 who wish to be considered for these prizes will need to fill in their age on the entry form.

Prize News re the Annual Exhibition

HH Sheikh Hamdan al Maktoum's Shadwell Stud has generously offered a prize of a £1000 commission to produce the artwork for their Annual Stallion brochure for the 2010 season. If you would like your work to be considered for this commission please indicate on the entry form.

Pre-selection option for Friends

For Friends who wish to do so, it is possible to send images of your entries either by mail on CD with your entry form, or at the same time by email to [images@equestrianartists.co.uk](mailto:images@equestrianartists.co.uk) for 'pre-selection'. Work selected at the image stage will still go before the panel at handing in, and may still be rejected, but in some cases using pre-selection may avoid a wasted journey. The best size for efficient image emailing is about 1000 pixels along one side. If you have a setting in your photo software something like "reduce/resize for emailing" you can use this. If you are not confident about this, by all means send an original digital camera picture of your work (it will just take longer!)"

For Midlands-based artists: White Van Man willing to transport entries to the Mall Gallery for the Annual Exhibition- let's get it organised this year!

Ring Lesley Connolley, 0121 427 3883 (daytime).