



Dalkeith Arts

Autumn Open Exhibition 2017

(October 11th – 28th October)

Crafts Exhibit Submission Form

submission Wednesday 11th Oct, 4pm - 7pm

Please pre-register your submission by informing Gilleoin Coull at spinninggill@aol.co.uk or tel/text (mob): 07759 044 175.

Technical questions should be addressed to Gilleoin Coull (Crafts Coordinator) at e-mail: spinninggill@aol.co.uk

Exhibition Venue: Riccio Gallery, 17 South Street, Dalkeith, EH22 1AH

Please complete and bring this form when handing work in. Please write/print clearly or use MS-Word

NAME:

e-mail:

ADDRESS:

Telephone Home/Mobile:

CRAFT:

No. of pieces (maximum 6):

Title of work	Medium	£	(DA use)
<i>Notes:</i>			

(Note: work should remain *in situ* until 12:00 on Saturday October 28th, and should not be removed earlier, or re-priced from what is stated on this form)

By submitting these original works, I confirm that I agree to the terms & conditions overleaf:

Signed:

Date:



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You are cordially invited to exhibit at DALKEITH ARTS's Autumn Open Arts Exhibition 2017

Handing in: Wednesday 11th Oct (4.00pm – 7.00pm);

Private Preview Night: Friday 13th Oct (6:30pm – 8.00 pm) – your chance to bring your supporters and guests.

Public Open Dates: Sat 14th to Sat 28th Oct, (10.00am to 4.00pm, except Sat 28th Oct 10.00am – 12 noon). Closed Sundays).

Craftworks accepted include: jewellery, textiles, woodwork, metal, glass, ceramics, small sculpture. As this is an EXHIBITION, not a Craft Fair, you can showcase up to 6 pieces which represent the very best of your work for sale. These will be displayed by DALKEITH ARTS's hanging committee and must be accompanied by a suitable label (see "Preparation"). Small items will be securely displayed in lockable cases. As we have limited space for large pieces, please contact Gill Coull before submitting (email: spinninggill@aol.com)

Preparation: ALL WORKS MUST be accompanied by a label stating the crafter's name, craftwork title, media and price. Jewellers displaying necklaces should, if possible, also bring a suitable display stand, as there are currently only 6 available from DALKEITH ARTS. Crafters can provide display props but be available to volunteer for the Friday set-up session to ensure that these are used and during this period they must be willing to help with other set-up duties.

Submission: Each crafting artist may submit up to 6 pieces of work. While DALKEITH ARTS will endeavour to display as many as possible, we may withhold some works if space is at a premium. The Submission Form MUST be presented with your work. Where possible, we encourage you to pre-register by contacting Gill Coull (to help us with the labelling, catalogue and estimating numbers for the preview) but you must present your paper submission form when handing in. DALKEITH ARTS reserves the right to reject works it does not deem suitable or appropriate and our decision will be final.

Handing in/Collection: All works, together with your submission form and labels (attached to the appropriate items) should be handed in to Riccio gallery on 11th October between 4.00pm and 7.00pm and must remain in situ until 12:00 noon on Saturday 28th October, the close of the exhibition, after which they can be collected (by artists or buyers) between 12:00 noon and 2:00pm.

Commission: For Crafters, DALKEITH ARTS does not ask a submission fee at present, but DALKEITH ARTS will take 15% commission on all sales made during the exhibition. DALKEITH ARTS will endeavour to pay crafters for any sold work within two weeks after the end of the exhibition. Payment will be by cheque sent to the address on your submission form.

Manning the Exhibition: DALKEITH ARTS is run by volunteers who are passionate about the arts. Without them these exhibitions would not happen. **Submitting artists (or their nominated deputies) must volunteer to help supervise the exhibition** and conduct any sales for least one 3 hour stint, morning or afternoon (usually in pairs) during exhibition opening hours. A rota will be drawn up and we ask that you uphold your obligation by signing up to this at hand-in.

Insurance: All exhibitors are responsible for their own insurance of any craftworks submitted. While the exhibition will be supervised, DALKEITH ARTS will not be liable for any loss or damage sustained during hanging or breakdown, or during the course of the exhibition.