



Art, Sculpture & Craft Exhibition

To be held at
Kingsbury Barn, Branch Road (on the left just in Kingsbury Mews)
St. Albans, AL3 4SE

Saturday 12th June to Saturday 19th June 2010
11.00am – 5.00pm
(11.00am – 9.00pm Thursday 17th June)

Preview Evening on Friday 11th June
6.00pm to 9.00pm

(A) KEY DATES

Closing date for Entry Forms:	Saturday 1st May
Handing in of work:	Thursday 10 th June (times tbc)
Collection of unsold work :	Sunday 20 th (10.00am – 12.00) Monday 21 st June (times tbc)

(B) SUBMISSION OF WORK

1. **Framed works / item to be hung on display (including Glass panels)**
 - 1.1 Members may submit 3 framed works which should be ready to hang and labelled with a hanging label (to be provided by HVAF once application received) attached to the reverse so that it is clearly visible below the item (this label will be removed after the hanging order/catalogue entry has been prepared).
 - 1.2 Entry fees: £7.50 per item.
2. **Unframed works – Folio Items**
 - 2.1 Members may submit up to a maximum of 5 (in addition to the framed pieces).
 - 2.2 Unframed pictures (which may also take the form of *signed and numbered* limited edition prints) must be mounted on stiff card and protected with acetate film. Labelled on FRONT top left and reverse top left – with Artist's name / Title / Medium / Price.
 - 2.3 Entry fees: £2.50 per item. (NB. These items will not be included in the catalogue).
3. **Textiles**
 - 3.1 Members may submit 3 items, which should be ready to hang. (Labelling as Item 1.1 above)
 - 3.2 Entry fees: £7.50 per item.
4. **Sculpture & Ceramic Pieces**
 - 4.1 Members may submit 3 items . Please supply your own white plinths for display if sculpture is not floor standing. (Labelling as Item 1.1 above)
 - 4.2 Entry fees: £7.50 per item.

5. Jewellery & Small Items (May include Ceramic or Textile)

5.1 These will be displayed in glass shelving units. These are limited in number, Members may submit items to display on one shelf (Size W11" x D14" x H 15")

5.2 Entry fee (per shelf): £10.

(C) TERMS & CONDITIONS

1. Only members of Herts Visual Arts Forum will be eligible for entry.
2. All work should be original, hand produced by the artist, and available for sale.
3. Submitted items must be clearly labelled.
For the avoidance of doubt – the TOP should be clearly identifiable.
Items should be submitted in a fit and safe state to display (no clipframes).
4. A commission of 10% will be deducted from all sales.
Payment will be made by cheque by 1 July 2010.
5. The committee will endeavour to display all entries; however lack of space may preclude some pieces being exhibited (particularly larger items).
6. The committee reserves the right to reject any entries or to invite any artist to submit additional entries.
7. Exhibits are not insured by HVAF, works remain at the members own insurance risk at all times.
8. Works are to remain at the venue until the close of the exhibition (unless **exceptional** circumstances required by purchaser).
9. A member of the HVAF Exhibition Committee / Organising Group will be in attendance each day. A condition of entry is that all exhibitors undertake to steward for at least one 3 hour session.
10. There will be the opportunity for half/full day demonstration areas. Expressions of interest should be made in the first instance to Linda Warminger. (Email: openstudios@hvaf.org.uk).
The committee will make their final selection in order to reflect the diversity of skills of the membership.

This event is being held as part of the programme of the St. Albans Festival.

HVAF Exhibition Committee:

Chris Green
Sue Llewelyn-Elvidge
Karen Murphy
John Spielman
Jenny Timms
Linda Warminger
Barbara Weeks



Please send your completed entry form and cheque, to arrive not later than 1 May to HVAF c/o 15 Geescroft Walk, Harpenden, Herts, AL5 2GX.



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ENTRY FORM

Details on this form will be used to compile the catalogue, so please ensure that they are correct. Please complete in **LEGIBLE BLOCK CAPITALS**, and keep titles **BRIEF**.

Name to be used in catalogue: Tel No:

Address: Email:

For Admin Use ONLY	TITLES FRAMED/SCULPTURE/TEXTILE	Medium	Size W x H (& D for 3D Work)	Sale Price (£) (inc. commission)	Entry Fee
	1.				
	2.				
	3.				
UNFRAMED FOLIO ITEMS:-					
	1.				
	2.				
	3.				
	4.				
	5.				
SHELF					
	Detail to be provided on separate sheet.				£
	Cheque enclosed (made payable to HVAF) for:				£

Your help is needed, especially if you are exhibiting, please circle when you would be able to assist with any of the following:-

Erecting screens / Plinths: **Thurs 10** AM/PM **Fri 11** AM/PM

Stewarding: **Sat 12** AM/PM **Sun 13** AM/PM **Mon 14** AM/PM **Tues 15** AM/PM **Wed 16** AM/PM **Thurs 17** AM/PM/EVE **Fri 18** AM/PM **Sat 19** AM/PM

Dismantling: (Access arrangements still tbc) **Sun 20** AM/PM **Mon 21** AM/PM

I agree to be bound by the terms and conditions for submitting work Signed Date

Please send your completed form (keeping a photocopy for your own records) and cheque, made payable to HVAF, to arrive not later than 1 May to HVAF, c/o 15 Geescroft Walk, Harpenden, Herts, AL5 2GX.