

COVENTRY OPEN2012

11 August – 30 September 2012

ENTRY FORM

Please read the Conditions of Entry before completing the Entry Form. Complete all sections of the Entry Form in block capitals. The Entry Form should be submitted with your work and a stamped addressed envelope (SAE) on Saturday 28 July 2012, 10am - 3.30pm. The SAE is for us to post the result to you - please use a first class postage stamp.

Name:

Name under which you wish to exhibit (if different from above):

Address:

Postcode:

Tel (daytime):

Tel (evening):

Email:

A Title:

Date of work:

Medium:

Sale price:

Insurance value:

(Optional) Information about the work, max 50 words:

B Title:

Date of work:

Medium:

Sale price:

Insurance value:

(Optional) Information about the work, max 50 words:

(Please tick) I have read and agree to abide by the Conditions of Entry and I confirm that the information entered above is correct.

Signed:

Date:

- Office use only
- Size restriction adhered to
- Ticked agreement to Conditions of Entry and signed Entry Form
- Entry fee paid: £
- Payment method: Cash / Cheque
- SAE provided

Work Entry Number: A. B.

Work selected Y / N: A. B.

CONDITIONS OF ENTRY

Coventry Open 2012 is an opportunity for artists in the West Midlands or Warwickshire to submit their work for an inspiring exhibition of regional talent.

Entrants:

Artists must be aged 18 or over and living in the West Midlands or Warwickshire.

Eligibility of work:

Work produced in any medium is welcome, including painting, drawing, print, sculpture, textiles, photography and film.

- 2D work should not exceed 1.5m in any direction, including frame.
- 3D work should be portable by one person and not exceed 1.5m in any direction.
- Film should be playable in DVD format and should not exceed 5 minutes running time.

Work submitted must be original and the artist must undertake that he or she holds all moral and intellectual property rights in that work and that the work does not infringe the moral and intellectual property rights belonging to any third party.

Work should have been made since July 2010.

Coventry Heritage & Arts Trust reserves the right to exclude work that poses a health and safety risk or is deemed inappropriate in content.

Entry Fee:

A maximum of two works may be submitted at **£5 per work**.

Payment should be made by cash or cheque only, with cheques made payable to Coventry Heritage & Arts Trust Ltd. Credit/debit card payments cannot be accepted.

The Entry Fee is not refundable.

Submission:

The original work, completed Entry Form, Entry Fee and a stamped addressed envelope (SAE) should be brought to the Herbert Art Gallery & Museum on Saturday 28 July 2012, 10am - 3.30pm. The SAE is for us to post the result to you - please use a first class postage stamp.

Note that the entrance to the Herbert Art Gallery & Museum is on a one-way street and unloading here will cause traffic congestion.

For each work the artist will be given a ticket which they must use to claim their work on Saturday 4 August 2012 (if not selected for the exhibition) or Saturday 6 October 2012 (if unsold).

Labels:

All work should be clearly labelled with the artist's name, address and title of work. If applicable, the top of the work should be indicated.

Fixings:

For security reasons, all wall-mounted work should be fitted with mirror plates (obtainable from picture framers, hardware and DIY stores). Clip frames cannot be accepted.

Packaging:

Corners and vulnerable parts of works must be protected with packaging which should remain secure during handling. All other packaging must be taken away from the gallery.

Sales:

The artist should indicate sale price or 'not for sale' on the Entry Form.

The sale price should include 30% commission (+ VAT on commission) which will be deducted by Coventry Heritage & Arts Trust. The sale price should include the frame where applicable. Prices cannot be shown as negotiable.

If work is sold, the buyer will make the payment in full and the artist will be asked to invoice Coventry Heritage & Arts Trust for their portion of the sale price. The work will remain on display until the end of the exhibition and the buyer will be responsible for collecting the work.

Insurance:

Work will be kept secure and handled with professional care, but Coventry Heritage & Arts Trust does not accept liability for loss or damage during the storage and selection periods. It is the responsibility of the artist to arrange their own insurance during transport and during the period 28 July to 4 August 2012 inclusive.

Work selected for the exhibition will be insured by Coventry Heritage & Arts Trust at the insurance value provided by the artist from 5 August to 6 October 2012 inclusive.

Images and information:

By submitting work to the Coventry Open 2012, the artist agrees to allow Coventry Heritage & Arts Trust to reproduce their work at no fee for use in connection with the exhibition (catalogue, publicity material, press and website). The artist also agrees to allow Coventry Heritage & Arts Trust to use information in the Entry Form about the work in connection with the exhibition (labels, catalogue, publicity material, press and website).

Selection:

Selection will take place on Tuesday 31 July 2012 by an independent panel of judges. The judges' decision is final.

Results of the selection will be posted on Wednesday 1 August 2012 in the SAE provided by the artist.

Prizes:

A prize of £1000 will be awarded by the judges to the overall winner.

A Visitor Choice Prize of £100 will be awarded to the artist receiving the most votes from visitors to the exhibition.

Collection of work:

Work that is not selected for the exhibition should be collected by the artist on Saturday 4 August 2012, 10am - 3.30pm.

Work that is unsold at the end of the exhibition should be collected by the artist on Saturday 6 October 2012, 10am - 3.30pm.

The artist should bring the ticket given to them on the selection day to claim their work.

Coventry Heritage & Arts Trust reserves the right to dispose of work that is not collected by 4 August 2012 (if not selected for the exhibition) or 6 October 2012 (if unsold).

Exhibition launch:

There will be a launch for the Coventry Open on Friday 10 August 2012, 6.30-8.30pm. All artists who submit work to the Coventry Open are welcome to attend and to bring guests with them.

KEY DATES

Submission of work, completed Entry Form, Entry Fee and SAE to the Herbert Art Gallery & Museum: Saturday 28 July 2012, 10am - 3.30pm

Selection: Tuesday 31 July 2012

Results of selection posted to artist: Wednesday 1 August 2012

Collection of work if not selected: Saturday 4 August 2012, 10am - 3.30pm

Exhibition launch: Friday 10 August 2012, 6.30 - 8.30pm

Exhibition: Saturday 11 August - Sunday 30 September 2012

Collection of unsold work: Saturday 6 October 2012, 10am - 3.30pm

Herbert Art Gallery & Museum

Jordan Well, Coventry CV1 5QP
024 7683 2386
www.theherbert.org
info@theherbert.org

