

COVENTRY OPEN 2016

14 May – 12 June 2016

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 30 April 2016, 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

- ☐ Artist from West Midlands or Warwickshire
- ☐ Size restriction/film duration adhered to
- ☐ Work dated April 2014 onwards
- ☐ Ticked agreement to Conditions of Entry and signed Entry Form
- ☐ Entry fee paid: £..... Cash / Cheque
- ☐ SAE provided

Condition:

Signed:

Date:

A Collected by

Date:

B Collected by

Date:

COVENTRY OPEN 2016

CONDITIONS OF ENTRY

Coventry Open 2016 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 April 2014.

Culture Coventry 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 Culture Coventry. 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 30 April 2016, 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 7 May 2016 (if not selected for the exhibition) or Saturday 18 June 2016 (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 Culture Coventry Ltd. 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 Culture Coventry Ltd. 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 Culture Coventry 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 30 April to 7 May 2016 inclusive.

Work selected for the exhibition will be insured by Culture Coventry at the insurance value provided by the artist from 8 May to 18 June 2016 inclusive.

Images and information:

By submitting work to the Coventry Open 2016, the artist agrees to allow Culture Coventry to reproduce their work at no fee for use in connection with the exhibition (catalogue, publicity material, press, website and social media). The artist also agrees to allow Culture Coventry to use information in the Entry Form about the work in connection with the exhibition (labels, catalogue, publicity material, press, website and social media).

Selection:

Selection will take place on Tuesday 3 May 2016 by an independent panel of judges. The judges' decision is final.

Results of the selection will be posted on Wednesday 4 May 2016 in the SAE provided by the artist.

Prizes:

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

Collection of work:

Work that is not selected for the exhibition should be collected by the artist on Saturday 7 May 2016, 10am – 3.30pm.

Work that is unsold at the end of the exhibition should be collected by the artist on Saturday 18 June 2016, 10am – 3.30pm.

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

Culture Coventry reserves the right to dispose of work that is not collected by Saturday 7th May 2016 (if not selected for the exhibition) or Saturday 18th June 2016 (if unsold).

Exhibition launch:

There will be a launch for the Coventry Open on Friday 13 May 2016, 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 30 April 2016, 10am – 3.30pm

Selection: Tuesday 3 May 2016

Results of selection posted to artist: Wednesday 4 May 2016

Collection of work if not selected: Saturday 7 May 2016, 10am – 3.30pm

Exhibition launch: Friday 13 May 2016, 6.30 – 8.30pm

Exhibition: Saturday 14 May to Sunday 12 June 2016

Collection of unsold work: Saturday 18 June, 10am – 3.30pm

Herbert Art Gallery & Museum

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