

West Gloucestershire Art Society



Preparing for an Exhibition

Two weeks before an exhibition you need to fill in and post an entry form (available on the web site) or send an email to Audrey Mackie with your name, title of work, medium and price. You can have NFS [not for sale] if you wish. To pay your entry fees enclose a cheque made out to WGAS, or send a bank transfer to sort code 30 95 29, account number 02969887, or pay in cash on hanging day. If you make a bank transfer put your membership number and surname as the reference.

A exhibition label will be printed with your information.

Check that your painting is sealed, has a secure **double** cord [not wire] on the back attached with D rings and is ready to hang.

Please ensure the rings and the cord **cannot** be seen from the top or sides when the work is hanging.

Attach a label with your name, phone number, title of work and price.

Look all over your work and check that everything is of a very good saleable standard. Artworks can be turned down by the Hanging Committee if thought to be poorly presented. Don't forget to clean the glass.

Please bring your work on the day at the appointed time.

A member of the Hanging Committee will find and attach your label and hang your work.

If you enter for an exhibition you will be expected to steward - approximately 3 hours. At some venues like libraries this won't be necessary.

On the final day please remember to collect your work at the appointed time.

If you are hanging in The Miners Inn the work must be for sale - remember your work is usually at this venue for 8 -10 weeks.

Browsers and cards

At certain exhibitions we can sell browsers and cards.

Works for browsers must be in card mounts, inside transparent covers, labelled with name, title, medium and price on the back.

Cards must be inside transparent pockets with artist's name and price on the back. Cling film is not allowed.

Please also read The Society's Rules about exhibiting