



## 2024 ART EXHIBITION AND CRAFT ENTRY FORM

**LAST DATE OF ENTRY FRIDAY, 20<sup>TH</sup> SEPTEMBER 2024**

**PLEASE ONLY USE THIS FORM IF YOU CANNOT USE THE ON-LINE VERSION**

**PLEASE READ THE EXHIBITION RULE SHEETS BEFORE COMPLETING THIS FORM**

### Exhibitor Details

FIRST NAME.....LAST NAME.....

TEL NO..... EMAIL.....

I give my permission to pass my details to prospective buyers.

By Email: Yes/No

By Phone: Yes/No

**Delivery of Work (Handing In)** Please deliver your work to Titchfield Community Centre on the afternoon of Friday, 25<sup>th</sup> October, between 13:30 and 15:00. If this is not possible, please make your own arrangements for someone to bring your items along at this time.

**Collection Of Work (Handing Out)** will take place on Sunday, 29<sup>th</sup> October between 16:30 and 17:30. Please note the Exhibition closes at 1600.

**HANDING OUT WILL NOT COMMENCE UNTIL THE HALL HAS BEEN REARRANGED FOR HANDING OUT AT 16:30.**

**Record your entries in the relevant sections below:**

### PAINTINGS

**FRAMED ARTWORKS AND UNFRAMED BOX CANVASSES: (MAXIMUM 3 IN TOTAL). FEE: £2.50 EACH.**

PLEASE LIST WORKS IN ORDER OF PREFERENCE IN CASE HANGING SPACE IS LIMITED.

SIZE OF PAINTINGS WILL BE STRICTLY RESTRICTED TO **NO LARGER THAN 70 X 60 CENTIMETRES.**

	TITLE	MEDIUM	PRICE/NOT FOR SALE
1			
2			
3			

**PORTFOLIOS: UNFRAMED PAINTINGS INCLUDING GICLEE PRINTS: MAXIMUM 6. FEE: £1.00 EACH**

NOTES – Box canvases will not be accepted as portfolios and must be entered under the ‘Paintings’ category. All unframed paintings must be cellophane wrapped with your name, title of the work and the price on the rear. Giclee print packaging must be acid free. Please mark ‘Prints’ clearly.

	TITLE	MEDIUM	PRICE (£)
1			
2			
3			
4			
5			
6			

**CRAFT ITEMS**

You may enter up to 5 craft items. the fee for the craft items is £1.00 EACH

	TITLE	DESCRIPTION (INCLUDING MATERIAL USED)	PRICE/NOT FOR SALE
1			
2			
3			
4			
5			

**CARDS**

You may enter a maximum of 20 cards. Each card must be individually cellophane wrapped and clearly labelled with the price and Artist’s name. We request that your cards are priced at the same rate for ease of record keeping. ENTRY FEE: £1.00 FOR 20 CARDS

Number of cards entered		Price per card	
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TOTAL FEE ARTWORKS		£	TOTAL FEE PORTFOLIOS	£	TOTAL FEE FOR CRAFT	£	TOTAL FEE CARDS	£
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TOTAL FEE TO PAY £.....

**Before submitting your form, please ensure you have completed the following:**

1. Read and understood the rules of exhibiting at the exhibition.
2. Keep a record of your entries.
3. Completed your Helper’s Sheet.

Thank you. The Exhibition Team

Methods of Payment: Tick appropriate box below:

I have paid on-line by bank transfer to Fareham Art Group Sort Code: 40-21-03. Account No: 52092719	
I will be sending this form with my completed Helper Sheet by post to: Fareham Art Group to 21 Lyndale Road, Park Gate, SO31 6QN or By email to: <a href="mailto:farehamartgroupexhibitions@gmail.com">farehamartgroupexhibitions@gmail.com</a>	
I have enclosed a cheque made payable to Fareham Art Group (in full please) along with this form and my Helper Sheet to the address in the box above	

**HELPING AT THE EXHIBITION**

We rely very much on volunteers helping in these roles to ensure a successful exhibition. Please select as many slots as you feel able to cover and the role(s) you would like to do. All help is greatly appreciated.

Your Name..... Tel No.....Email.....

**PLEASE INDICATE THE TIMES YOU ARE AVAILABLE AND THE ROLES YOU WOULD LIKE TO DO IN THE TABLE BELOW. WE WILL THEN CONTACT YOU TO AGREE THE SPECIFIC SLOTS ALLOCATED.**

TICKING MORE THAN ONE BOX HELPS US WITH FLEXIBILITY.

ROLES >

Day	Time	Set Up Team	Handing in	Stewards/ Greeters	Sales Team	Other stalls- Tombola, Books, Art Materials, Calendars etc	Collection	Takedown
FRIDAY- daytime	midday - 4pm							
FRIDAY - Preview	6pm- 9pm							
SATURDAY - morning	9:45-1pm							
SATURDAY - afternoon	1pm- 4:30pm							
SUNDAY - morning	9:45- 1pm							
SUNDAY - afternoon	1pm-4pm							
SUNDAY - collection & takedown	4pm- 6:30pm							

## REFRESHMENTS

As in previous years we will be offering refreshments for sale at our exhibition. For this to be successful, we need your help in two ways:

### 1. By providing a cake or pastries to sell

Can you provide a bake? (E.g Victoria Sponge, Lemon Drizzle cake, Banana Loaf, Sausage Rolls).

This can be delivered preferably on Friday or Saturday.

I will bring (enter cake name/savoury name)	
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### 2. By helping in the 'café'

Volunteers are needed to help either in the kitchen or 'front of house' i.e. serving customers.

There are two sessions per day and we will need 4 volunteers for each session. Please indicate your availability/preference below. Please tick one or more roles and times. We will contact you to let you know where and when we need your help.

<b>Saturday</b>	<b>10:15 to 13:15</b>	<b>13:15 to 16:15</b>
Kitchen		
Front of House		

<b>Sunday</b>	<b>10:15 to 13:00</b>	<b>13:00 to 15.45</b>
Kitchen		
Front of House		

**THANK YOU - WE LOOK FORWARD TO SEEING YOU - from the Exhibition Team**