**L.S.A. Entry form. Summer exhibition Guildroom 2025**

**27th June- 29 june**

**Please submit entries before Friday 20th Jun Membership of the LSA is necessary.**

**Item**  **Fees.** **3D works and Sculptures**  Small items £3. Larger items £8 small.Table for

multiples £10 (max 5)

**Paintings/framed works. 3 maximum**  Under 20” (including frame) £5. Larger paintings (subject to space available) over 20”in any direction. £8

**Unframed paintings.** (for the browser). Maximum 5 pieces. £2 per item, usual commission

**The Art shop.** Small items can now be sold on a table at the exhibition. Please download the entry pro-forma invoice to itemise your items. Items suggested, cards (max 20) cleanly wrapped in cellophane, initialled priced and numbered, small miniature paintings (framed or mounted), fabric items, ceramics, miniatures,etc. We suggest a copy should be kept and checked against your unsold items at the close of the exhibition. No fee, but commission applied.

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| **EVENT** | **DEADLINE** | | |  | |  | |
| FORMS WITH FEES  Please pay fees when you submit your entry forms .We are NO LONGER taking fees on handing in day. | **Friday 20th June**  Please make cheques payable to Lichfield Society of Artists and send to:  Barbara Weaving 1 Anker Close Burntwood. WS79JW, tel. 07765 003 917  Enter online using this link: <https://form.jotform.com/231132063336040>  OR—use the online link on website (search Lichfield Society of Artists)  Please title your payment ENTRY followed by your membership number eg entry 32  If you know it. Bank details. Sort 30-90-09. Account 50760360 | | |  | |  | |
| HANDING-IN TIME | **Friday 27th 8.30 to 10 at the Guildhall, Lichfield. Please be prompt.** | | |  | |  | |
| COLLECTION OF WORK | **Sunday 29th at 4pm.** (works cannot be removed before this time)  We cannot guarantee the safety of uncollected works. If you are unable to collect yourself, please make sure someone else can do so. | | |  | |  | |
| **NAME** (as you would like it on the exhibition label) Please use Block Capitals | | **ADDRESS** | **Tel No/email/** | |  | |  | |
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**Framed and 3D work max 3 items**

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| **Title** | **Dims** | **Medium** | **Price** | **Fee** |
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Browser. Unframed work Medium Price

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**Stewarding. Please tick any suitable time:**

**Friday:** 1 pm to 3pm 3pm to 5pm

**Saturday** 9am to 11am 11 am to 1 pm 1 pm to 3 pm 3pm to 5pm

**Sunday** 10 am to 12 12 pm to 2 pm 2 pm to 4 pm

I have read, understand, and agree to the terms and conditions Y N

**Terms and Conditions**

**Insurance.**

One of the benefits of membership of the society is that it enjoys public liability insurance cover when you exhibit your 2D artwork in an exhibition organised by the society.However, individual items are not covered against theft or damage and need to be separately insured by the artist if required. Please note that large 3D items that cannot be moved by a single person are not covered; members are advised to find their own cover and to forward a copy with the entry form.

**General Exhibition Rules and conditions of entry**

**Artwork must be:**

* of a size that can be accommodated in the space available. (see size limits on previous page)
* comply with all national and international copyright legislation
* must not contain pornographic material
* the exhibitor’s own original work (i.e. not a print or reproduction. However, Lino prints, Screen prints etc may be exhibited and should be signed and numbered with the print run—e.g. 1/10—or artists’ proof. Digital art work should be printed out on quality paper and framed for exhibition. Reproductions of original work, e.g. Giclee prints, may be displayed in the browser.) It must be new work, and not shown in previous Autumn and spring LSA exhibition.

**Presentation**

Exhibits should be submitted unwrapped and clearly labelled on the back with the title of the work, price, artist’s name and telephone number, and another hanging label . Works not intended for sale should be clearly marked “NFS”. WORK WILL NOT BE ACCEPTED IF IT DOES NOT HAVE A LABEL ON THE BACK. Unframed paintings for the browser should be mounted, wrapped in clear film, and clearly labelled.

Picture frames must be fitted with ‘D’ rings and properly strung. Frames with a single centre hook are not accepted. Presentation, mounting, and framing MUST be of a high standard.

**Stewarding**

It is a condition of entry for main exhibitions that exhibitors may be called upon to act as stewards at least once during the exhibition. Another person may be nominated to steward in the exhibitor’s place. Availability for stewarding should be notified to the exhibition organiser at the time of entry.

**Removal of Exhibits**

Exhibits may only be removed at times previously notified on exhibition entry forms. The Society cannot be held responsible for artwork not collected. Such work may be subject to a handling fee. Work not collected within 6 months of exhibition end may be disposed of.

Artwork sold during an exhibition will be subject to sales commission of 20% of the sale price. Payment for sales will be made within 30 days of the close of the exhibition.