

PEGASUS BAY



# Art Show



• 2018 •

## EXHIBITOR GUIDELINES

**OPENING NIGHT: 7pm FRIDAY 21 SEPTEMBER**

**OPEN TO THE PUBLIC: 10-4pm SATURDAY 22 AND SUNDAY 23 SEPTEMBER**

This event is open to all NZ artists. It is anticipated that the majority of artists exhibiting will be from the Waimakariri, Hurunui, Christchurch and Selwyn Districts.

ONE panel per artist or Arts Organisation. Each individual artist or Arts Organisation must complete an Application Form. Two individual artists may share a panel - both will need to submit an application form and are to indicate on the form who they are sharing with. All applications will be reviewed by the committee who shall be wholly responsible for maintaining a high, suitable and representative level of exhibitors. Exhibits will be on show within a School environment (appealing to a wide audience) and therefore should not be distasteful or vulgar in content.

Group entries by Arts Organisations are welcome, however the purpose of the Art Show is to promote the individual artist and not the art group. Final decision on group entries is at the discretion of the Committee.

Exhibitor categories include - painting, drawing, print (giclee, lithograph, linocut, woodcut, etc), mixed medium, collage, photography, sculpture, ceramics, glass, jewellery, woodwork, metalwork, textiles, natural fibre and craftwork. Please contact the committee via email if any clarification is required.

An Artists successful application/entry for the show will be confirmed via email or phone.

### **STANDARD EXHIBITION RULES APPLY, BEING:**

Work must be the sole work of the named artist, in any medium and must be original. Should an artist exhibit work that is proven to be a copy of another artists it will be removed from the show. Work made from a pattern or commercial kitset is not acceptable.

All diptychs, triptychs and sets (miniatures, jewellery, etc) must be priced as a singular item and will be listed as such in the catalogue.

All art and photographic works must be suitably presented, with necessary fittings.

Art displayed on a panel must not exceed 75% of the display space or overhang the panel. If any work overhangs the panel it will be removed.

A high standard of presentation is necessary. Members of the committee reserve the right to remove poorly presented exhibits or works with wet paint.

All works must be clearly labelled on the back with details of name, address, phone, title, medium and price. Works will be identified by a catalogue number. (A list of works will be required. Artists that have registered to exhibit will be contacted closer to the event in regards to when and how this list will be submitted).

Please limit all promotional material to one business card holder for 90 x 55mm business cards. The committee reserves the right to remove any further material. Exhibitor's panels will be labelled appropriately.

Artists are responsible for the hanging or display of their own work. Pegasus Bay Art Show will supply suitable screws for hanging works on panels. Artists should bring a power drill. For smaller lighter artworks Artists may wish to use Velcro tabs instead of screws. There will be helpers available should anyone need assistance.

Photography both prior to, and during the exhibition is prohibited except by the official Event photographer who will be identified by a pass. Signage will indicate "No photos, except with permission of artist". This will also be repeated in the exhibitor's catalogue.

The Committee is not responsible for uncollected purchases at the end of the exhibition. Artists should record accurately and contact buyers to arrange collection at a later date if need be.

All displayed artwork should be available for sale. Exhibitors are prohibited from displaying artworks or items that are NOT for sale.

**EFTPOS** will be available. There is no transaction fee for the use of this facility.

**COMMISSION** on sales is 25%.

**LIABILITY/INSURANCE** No liability for any loss or damage will be accepted by the organising committee, WAI (Waikuku Arts Incorporated) or Pegasus Bay School or its Parent Teacher Association. Entries remain the sole responsibility of the entrants at all times.

**APPLICATION CLOSING DATE** Friday 10 August 2018. No late entries will be accepted. Applications may close earlier if there is a high demand. Entries will be numbered upon receipt of application. The exhibition space is limited to 80 and is on a first in first served basis.

**RECEIVING DAYS FOR ART WORK** Thursday 20 September 2018 6.30pm-8.00pm or Friday 21 September 2018 9.00am-12.00 noon. Alternative times may be possible by arrangement with the committee. Works must be listed in the catalogue.

**BEFORE THE EVENT** All works must be clearly labelled on the back with artists name, phone, title, medium and price. This will reduce any delays during registration.

Catalogue numbers will be supplied at registration. Exhibit catalogues will be available at the Official Opening starting at 7.00pm on Friday 21 September 2018.

**PACK DOWN** Early pack down is prohibited. The Art Show is strictly open until 4.00pm on Sunday 23 September 2018.

**COLLECTION OF UNSOLD WORK** Sunday 23 September 2018 4.30-5.30pm. Any unsold items MUST be removed by 5.30pm. No responsibility will be taken by Pegasus Bay School or WAI for items remaining after this time.

**COLLECTION OF SOLD WORK** Purchasers are to collect their items on Sunday 23 September 2018 4.00-4.30pm. All artists should be available from 4.00pm for this purpose. Artists or a nominated person are solely responsible for supplying suitable wrapping materials for items sold i.e. bubble wrap or other.

**FRIDAY EVENING OFFICIAL OPENING** Artists will be offered one complimentary ticket to the Official Opening as part of their registration package along with name tags. Additional tickets are available (first ticket \$10, additional tickets \$20). This is an R18 event due to the terms of our liquor licence. Children are welcome to attend during the Saturday and Sunday instead.

A complimentary glass of wine and catered finger food will be provided. Please dress appropriately i.e. Smart casual. Art works for sale purchased on the evening must be collected or arrangements made for collection on Sunday between 4.00pm and 4.30pm.

**CONTACT DETAILS** If you have any questions for the committee please contact either:

Mandy Palmer 0274 880 366 or  
Paula Van Meer 021 841 847 or email  
pegasusbayartshow@gmail.com

Please visit our facebook page (keywords)  
Pegasus Bay Art Show.

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