

**Annual Visual Arts Spring Exhibition @ The Civic Hall**

**April 24<sup>th</sup> – May 4<sup>th</sup>**

**and**

**‘Visual Literature’ Exhibition @ Literary Festival Marquee**

**April 28<sup>th</sup> – May 4<sup>th</sup>**

Exhibition Submission Form

Closing date for entries March 31<sup>st</sup> 2009

Name: ..... E mail: .....

Phone number: .....Web Site : .....

Address.....

.....

.....Post Code :.....

**Exhibition Dates: April 24<sup>th</sup> – May 4<sup>th</sup>**

April 23rd 9am – 5pm Exhibition and Artist Set up

April 24th 6pm – 8pm Press & Guest preview

Exhibition open daily 9am – 6 pm

We aim to use these spaces to create vibrant  
and lively exhibits to attract as many people as possible to  
engage in the joys of visual arts integrated with Stratford Literary Festival

**Registration Checklist:**

- Completed Registration Form
- Cheque made out to Visual Arts Forum
- Completed Exhibition Option Form
- Completed Publicity and Web Information Sheet
- One good quality digital image clearly identified as your work by
- e mail to : [rachelwarren@mac.com](mailto:rachelwarren@mac.com) or by post on CD with your application to the address to : The secretary, Visual Arts Forum, 21 Shakespeare Street, Stratford upon Avon, CV376RN
- I have read and accept attached Terms & Conditions

Signed.....Date.....

Select your exhibition options

I wish to submit a selection of my art work for Visual Arts Forum Annual Exhibition at The Civic Hall

Number of work will be dependant on the scale of your work

- Wall hanging (at least 2mtrs wide wall space) Individual Entry £40
- Three Dimensional (at least 2 sq mtrs) Individual Entry £40

I wish to submit a selection of my art work for 'Visual Literature' Exhibition

All works entered for this exhibition should have a reference to literature, story telling or artist books

Number of work will be dependant on the scale of your work

- Wall hanging (at least 2mtrs wide wall space) Individual Entry £40
- Three Dimensional (at least 2 sq mtrs) Individual Entry £40

Each artist will be required to spend one day over the period of the Exhibition to steward so there are always two people on duty. If you wish to offer a workshop or discussion session during your duty time let us know.

A rota will be circulated nearer the time.

Please let us know when you are **not** available for the rota :

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## Exhibition Terms & Conditions – please read carefully

Our aim is that your exhibition is professional, vibrant and embracing the diversity of visual art forms in our community

It is to make the work of emerging and established artists of all ages accessible in a warm and welcoming environment

### Exhibitors will be responsible for:

- Delivering and installing work for Spring Arts Exhibition on April 24th 9am and 5pm
- Delivering and installing work for ' Visual Literature ' Exhibition on April 28th 9am and 3pm
- Ensuring the installation of work is to a professional standard
- Ensuring work is not overcrowded Organise your own insurance ( if you do not have insurance cover please contact organisers for advise)
- Ensuring that work is suitable for public exhibition to all ages, gender and ethnic group
- Breaking down the exhibit(s) between the hours of 9am & 5pm May 5
- Arrange delivery or collection of sold pieces
- Repairing any damage to walls or exhibition space
- Supplying the organisers with a complete list of items exhibited for sale with their identifying codes, serial numbers and sale price – Artist will be allocated codes when their registration has been accepted and prior to the exhibition

Date received

**How do I apply to exhibit?**

**Complete this submission form and return with full payment to:  
Visual Arts Forum Exhibition Entries, 21 Shakespeare Street, Stratford upon  
Avon, Warks, CV37 6RN**

**or e mail : [rachelwarren@mac.com](mailto:rachelwarren@mac.com) by March 18th009**

Please also e mail a brief description ( max 50 words )of your work, including a bit about your media and inspiration, with your contact details for display purposes during the exhibition

Space will be allocated on a first come basis. The Visual Arts Forum will inform exhibitors whether their application has been successful by e mail ( or post if you do not have access to email) Cheques will be returned to unsuccessful applicants. Once an application has been accepted no refund will be made

Any Queries contact Robin Wade :[robinwade@clayworks.co.uk](mailto:robinwade@clayworks.co.uk) or 01789 269026

**The Vis-u-al Arts Forum reserve the right to reject submissions, ask artists to remove unsuitable or inappropriate exhibits or alter the display if it is inappropriate, overcrowded or not to display standards.**

**Closing Date for Entries is March 18<sup>th</sup> 2009**