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Open 23 Exhibition
New Walk Museum & Art Gallery
12 November 2011 – 8 January 2012

Artists prizes include the £2000 Attenborough Prize and exhibition opportunities

open23

entry form

entry form 2011

Exhibition

1. **Fine Art:**
   To qualify for entry, you must live or work in Leicestershire, Rutland, Derbyshire, Lincolnshire, Nottinghamshire or Northamptonshire.
2. **Craft:**
   As Fine Art plus Warwickshire, West Midlands.

Open 23 youth category

This popular annual exhibition, now in its fourth year, showcases the artistic talent of the region. Young artists aged between 11 - 17 are invited to enter their artwork. This year, the Lord Mayor will be awarding prizes for artworks in this category. A selection of the work will also be displayed at the Town Hall after the exhibition closes. Please see www.leicester.gov.uk/open23 for more information.

Entry

Each artist can submit up to three works. Entries will be accepted in the form of painting, sculpture, drawings, prints, photographs and craftwork. We cannot accept installations or performances. Reproductions of drawings and paintings cannot be classed as prints and are, therefore, ineligible for entry. All work must be for sale (Youth Open works excluded). Selected works must remain in the gallery until the close of the exhibition, unless sold.

Entry fee

A fee of £10.50 per work submitted (or £21.00 for three works by the same artist) is charged and must be paid at the same time as submission. Concessions (NUS Card, onepass) £6.30 per work submitted (or £15.80 for three works by the same artist). The entry fee is not refundable, payment by cash, card or cheques made payable to Leicester City Council.

Selection

The selection will be made by Jamie Scott, Artist and Senior Lecturer in Fine Art, De Montfort University, Gurminder Sikand, Artist and Andrew Tanner, Designer and Consultant.

Prizes

Artist prizes and awards including the £2000 Attenborough Prize, will be announced during the opening of the exhibition.

Submission of entries

All submissions to be delivered in person to:
New Walk Museum & Art Gallery, 53 New Walk, Leicester, LE1 7EA

Friday 28 October, 11.00am – 4.30pm
Saturday 29 October, 11.00am – 4.30pm
Sunday 30 October, 11.00am – 4.30pm

Collection of unselected entries

All artists will be notified by e-mail by Friday 4 November. Invitations to the Private View will be sent by post.

Unselected work is to be collected from New Walk Museum & Art Gallery on:
Saturday 5 November, 11.00am – 4.30pm
Sunday 6 November, 11.00am – 4.30pm

A charge will be made for uncollected work (see conditions)

Submission by disc (see submission procedure)

Please submit images on CD/DVD (JPEG and PDF files only) of multimedia and three dimensional work for selection to arrive at the gallery no later than: Sunday 30 October, 4.30pm.

Entries selected from disc should be delivered to New Walk Museum & Art Gallery on:
Saturday 5 November, 11.00am – 4.30pm.

Launch event (entry by invitation only)

Friday 11 November, 5.30pm – 8.00pm
Saturday 12 November, 5.30pm – 8.00pm

Collection of exhibited entries at close of exhibition

Saturday 14 January, 11.00am – 4.30pm
Sunday 15 January, 11.00am – 4.30pm

A charge will be made for uncollected work (see conditions of entry).

Monitoring Information

Help us provide a better service

New Walk Museum & Art Gallery wants everyone to enjoy our exhibitions and events. By completing this questionnaire you will help us to maintain and improve our services for you. Please tick the appropriate boxes:

Are you? Male ☐ Female ☐

Do you consider yourself to be disabled?
Yes ☐ No ☐

What is your employment status?
Working full time ☐ Looking after home/family ☐
Working part time ☐ Full time student ☐
Self employed ☐ Retired ☐
Unemployed ☐
Government supported training scheme ☐
Other (please specify) _____

If you are currently working or have ever worked what is/was your job title? _____

Which of these ethnic groups do you belong to?

White
British ☐ Irish ☐
Other White background _____

Black or Black British
Caribbean ☐ African ☐
Other Black background _____

Asian or Asian British
Indian ☐ Bangladeshi ☐
Pakistani ☐
Other Asian background _____

Mixed
White & Black Caribbean ☐ White & Asian ☐
White & Black African ☐
Other mixed background _____

Chinese or other ethnic group
Chinese ☐
Other _____

What is your age?
16-19 ☐ 20-24 ☐ 25-29 ☐ 30-44 ☐
45-59 ☐ 60-64 ☐ 65-74 ☐ 75-84 ☐
85-90 ☐ 90+ ☐

How did you hear about New Walk Museum & Art Gallery?
Local press ☐ Local radio ☐
Gallery website ☐ Flyers/posters ☐
What's On brochure ☐ Word of mouth ☐
TV/Radio ☐ Through school visit(s) ☐
Other (please specify) _____

New Walk Museum & Art Gallery
53 New Walk, Leicester, LE1 7EA.
T: 0116 225 4900
Website: www.leicester.gov.uk/museumsandgalleries
Facebook: www.facebook.com/leicestermuseums
Twitter: www.twitter.com/leicestermuseum

New Walk Museum & Art Gallery opening times:
Monday – Saturday: 10.00am – 5.00pm
Sunday: 11.00am – 5.00pm
Closed: 24, 25, 26, 27, 31 December and 1 January 2012

Leicester City Council

Own art

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Data Protection Statement:
The information you have provided will ensure that you receive regular mailings about gallery exhibitions and events. Your details will not be passed to any other organisation. Data controller, Leicester City Council. If you do not wish to receive information about exhibitions and events please tick here. ☐

application form

PRINT IN BLOCK CAPITALS

First Name | Surname

Address (please notify any change of address)

Telephone (Home) | Telephone (Work)

Mobile | Email (must be completed)

Do you give New Walk Museum & Art Gallery permission to issue your address/telephone number/email address in response to all enquiries about your work? Yes ☐ No ☐ Telephone ☐ Email ☐

I have read and accept the conditions of New Walk Museum & Art Gallery Open Exhibition and declare that I am eligible.

Amount Paid £ | Signature | Date

1. If your work does not have a title please give a brief description for the catalogue i.e. ceramic vase.
2. Please do not give two identical titles, i.e. Untitled 2011. Please bring completed application form with your work.

Each artist can submit up to 3 works

1 Title or description	2 Title or description	3 Title or description
Date	Date	Date
Medium	Medium	Medium
Size (cm) Height Width Depth (3D only)	Size (cm) Height Width Depth (3D only)	Size (cm) Height Width Depth (3D only)
Selling Price £	Selling Price £	Selling Price £

THIS INFORMATION WILL BE USED FOR LABELLING, PLEASE PRINT CLEARLY

FOR OFFICE USE ONLY

1	2	3
SELECTED ☐ UNSELECTED ☐	SELECTED ☐ UNSELECTED ☐	SELECTED ☐ UNSELECTED ☐
Please sign for unselected work collected:		
Please sign for unsold work collected:		
Artist paid:		

submission procedure

PLEASE READ BEFORE SUBMITTING WORK

Submissions

All two dimensional work should be submitted.

Three-dimensional work less than 25 kilos in weight and portable by one person should also be submitted.

No work may have a dimension exceeding 1.5metres. Please measure work before delivering, as over-sized works will be turned away, as will paintings with wet paint.

Top of work

Top of work should be clearly labelled on reverse.

Labels

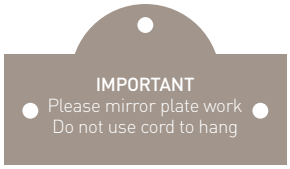
One stick-on label must be put on each work giving artist's name, title of work, medium and selling price. One tie on label on a length of string that will hang over the front of the work, with the same information.

Corner protection

All work must have corner protection, which needs to remain secure during handling. Thick card folded in a triangle over the corner and secured by tape can be used.

Mirror plates

For security reasons all two-dimensional work must be mirror plated. Failure to comply will jeopardise entry of work. Mirror plates available from art, DIY and hardware shops. (See diagram).



Portable Appliance Testing

A valid PAT certificate must accompany any work submitted with electrical connections.

Submission by CD/DVD (JPEG and PDF files only)

For multimedia and three-dimensional work which cannot be carried by one person or weighs more than 25 kilos. Maximum of 2 images per work.

CDs/DVDs must be marked with the name of artist, title of work and medium.

conditions of entry

Forms and fees

A completed entry form and entry fee must accompany work. No part of the entry fee is refundable.

Insurance to be arranged by entrant

Works submitted for selection at the owner's own risk. The works will be kept securely and handled with due professional care, but the Museum does not accept liability for loss or damage during the storage and selection periods. It is therefore the responsibility of entrants to arrange their own insurance for the period 28 October – 10 November 2011 and 10 – 22 January 2012.

Insurance to be arranged by Museum

Works selected for exhibition will be insured by Leicester City Council from 11 November 2011 – 9 January 2012.

In the event of damage occurring to an artwork, Leicester City Council will only reimburse up to the Insurance Value, (calculated as follows: Selling price, less 40% commission and VAT on commission). Insurance value must reflect current market value of work before commission and VAT.

Display and sale of work

Every effort will be made to ensure that each artist selected is represented by at least one work at the opening of the exhibition. From week two, work sold during the exhibition will be taken down for customer collection. Where an artist has sold work, New Walk Museum & Art Gallery reserves the right to invite that artist to submit a replacement piece of work. Every effort is made to display all work selected, however, this is not always possible. Neither the selection nor placing of the work in the gallery is open to discussion.

Transport and collection

The entrant is responsible for delivery and collection, whether or not the entry is exhibited. If delivery/collection is entrusted to someone else, they must bring a letter of authority from the artist, whose signature matches the one on the entry form.

Limited short stay parking is available at New Walk Museum & Art Gallery for the delivery/collection of works, subject to availability.

Administration of sales

Commission – New Walk Museum & Art Gallery is authorised to sell the work on the artist's behalf. The Museum will sell the work at the agreed selling price specified on the exhibition sheet.

The Museum will take a commission of 40% + VAT (on commission only) of the selling price of each work. e.g.

Selling price	£100.00
Commission	£40.00
VAT (20%) on commission	£8.00
Amount payable to artist	£52.00

Payment

Payments will be processed at the end of the exhibition. Cheques should be received approximately 30 days after receipt of the statement of sales.

Charges for late collection

It is imperative that work is collected during the advertised collection periods. A storage charge of £10 per work, per day, will be made for any works not collected on time, unless by prior agreement. The Museum reserves the right to dispose of any work not collected by 22 January 2012.

Publicity

The Museum reserves the right to photograph exhibits for education and publicity purposes. Images of the exhibits may be reproduced for promotional activities for Leicester City Council, New Walk Museum & Art Gallery or Open 23 Exhibition.