

Rhythm of the Weave



Rhythm of the Weave - Exhibitor's information

Submission Form

Please read this document carefully before completing the Submission Form.

The deadline for return of the submission form, together with images and payment is: July 30th 2018.

Complete the Submission Form as fully as possible to avoid misinformation: all labelling etc. will be based on information submitted.

Entry Fee

Entry fee of £20 for one or two tapestries.

Ensure that payment is made with the submission form.

By cheque: Make cheques payable to the British Tapestry Group, and post to:

Anna Wetherell
24 Winfield Road,
Sedburgh, Cumbria,
LA10 5AZ

PayPal: send payment to TapestryUK@yahoo.co.uk with reference ROTW FEE and your name, for example "ROTW FEE BLOGGS JOE".

Where and how to send your form

The form goes out in PDF format as this is considered the safest way of sending files in an email. Preferably fill in the form electronically so we can copy and paste (thus avoiding any typos). If you are unable to fill in the PDF in this way, I will email you the equivalent word document. Fill and send that one instead of the PDF. Rename the PDF or word document by inserting your name.

For example **ROTW-Submission-BloggsJoe**.

If you need the Word version of the form email Eleonora at exhibition@thebritishtapestrygroup.co.uk

Link to the PDF version of the form: <http://www.thebritishtapestrygroup.co.uk/wp-content/uploads/2018/07/RotW-Submission.pdf>

Return the form as an attachment to: exhibition@thebritishtapestrygroup.co.uk

Key Dates

July 30 th	Deadline for receipt of submission form, images and payment
6th - 17th November	Works delivered
Thursday 22nd November	Private view 6 - 8 pm
23rd November - 24th February 2019	Tuesday - Sunday 10 am - 5 pm
25th February	Takedown
26th February - 4th March	Return of tapestries to artists or purchasers

Prices

If you have noted your work NFS (not for sale), still give a price for insurance value. If it is for sale a gallery commission of 40% plus VAT are added.

Prices are calculated on the basis of the artists' asking price plus the gallery's commission plus VAT. For non VAT registered artists, VAT is charged only on the gallery's commission, otherwise it is added to the whole price.

For example, for a VAT registered artist who wants £100 for the tapestry, the net price will be £140 plus £28 VAT (20% of £140) bringing the sale price to £168.

For a non VAT registered artist who wants £100 for the tapestry, the net price will be £140 plus £8 VAT (only be charged on the commission - i.e. 20% of £40) in which case the sale price will be £148.

NOTE: For entries from overseas, it is recommended that tapestries be NFS (not for sale), otherwise complications with Customs & Excise would arise).

Hanging Restrictions

Please see RotW-HangingRequirements.

Selection of work

This is an open exhibition and there is no selection process, other than that entries conform to the size restrictions set out in the call for entries and that they are unframed and prepared for hanging as requested in the document referred to above.

Delivery and return of the work

Works must be delivered between 6 and 17 November 2018. The precise address will be sent out to members who have submitted once arrangements have been finalised. It is likely that for UK members items will be received at a storage facility. For international participants a member's private address will be given to facilitate any customs procedures that may arise. We expect to finalise these arrangements, write them up and send out as soon as possible.

Your name must appear clearly on the outside of the parcel and on all packing material, as well as on the tapestry itself.

Artist's Statements and images for exhibition guides

Exhibition guides will be prepared and made available for the reference of visitors. They are invaluable as a means of communicating who you are, and what inspires you and particularly the details of the work exhibited. You may use up to 120 words.

For guidance only here are some suggestions on what you might include in your statement;

- Materials used in the work
- How the work evolved
- Information on the weaving methods and techniques utilised
- Your contact details
- What inspires you as an artist
- What interests you or is central to your work as an artist
- Other information you would like to share with visitors to the exhibition

Images Format Guidelines

The images requested for each piece of work submitted will be used in the guides and brochure. The image can be the whole work or a detail from it. Digital images should be a minimum of 300dpi, saved as tiffs or jpg, and at minimum of 210x148mm, so please use the highest setting on your camera.

Submit all images electronically where at all possible, if this is a problem please contact Eleonora at exhibition@thebritishtapestrygroup.co.uk

Name your images with your name and the title of the work, for example: **ROTW-BloggsJoe-MyTitle**.

Upload the images to Dropbox using the following link:

<https://www.dropbox.com/request/vaTZrXK0A0Dg1oOD1Xdi>

Promoting the Exhibition

The exhibition is being extensively promoted in the press by the Richmond Council and the BTG. If you would like to promote the exhibition via your website or your own network please contact Eleonora at exhibition@thebritishtapestrygroup.co.uk for copies of promotional material.

NOTE: Documentation to be issued within the next week

Delivery process and address and Returns process for UK and overseas entries.