

**DUNFERMLINE ART CLUB ANNUAL EXHIBITION**  
**ABBEY CHURCH HALL 14th to 21<sup>st</sup> June 2008**  
**Preview Friday 13<sup>th</sup> June**

**Please read carefully**

You may exhibit **5 large and 5 small or 10 small original** pictures. Small paintings need to be in a 16"x20" frame or less. If you intend to exhibit very large canvasses or pictures please speak to a committee member. **Pictures will be hung at the discretion of the hanging committee.** The hanging fee is 50p per picture. There will be the opportunity to sell Original Handmade cards. There is no entry fee for these.

Entry forms must be handed into the club with the appropriate hanging fees by **WEDNESDAY 4th June, showing the two periods of duty they will be filling.**

A limited number of "Not for sale" pictures can be included in your 10 paintings and will be hung space permitting. No two paintings may have the same title. **All work must be the artist's own original work and not previously entered for an annual exhibition.**

Prints (framed or unframed) will not be hung but will be included in the browser for unframed works

*Copies of any painting or photograph, including those from cards or books **must acknowledge the original artist** (e.g. "after Constable"). **Members must be aware of copyright law.***

**Please pay particular attention to these points**

- **Pictures will not be hung unless they are properly framed**, have adequate and secure rings no more than one third down from the top of the painting and **tightly** wired or corded.
- Framing guidelines are on display in the club.
- As pictures have been damaged recently and we want to avoid this happening again, screws and rings must be covered by a small amount of padding (foam or bubble wrap) secured with masking tape to avoid damage to other frames.
- **The backs of framed pictures must be sealed with brown-gummed tape not masking tape or parcel tape.**
- Unframed stretched canvas pictures will be accepted provided they are finished neatly.

Labels for your work are available in the club. Please make sure your labels are clearly written in CAPITALS IN BLACK INK and the details match the entry form. **Please TIE the label to the hanging cord with a length of string that is long enough to hang over the top of the picture to show on the front.** (for initial hanging purposes) There will be an example in the club.

**The Hanging Committee WILL refuse pictures not meeting these requirements.**

**COMMISSION**

The club will deduct 20% commission on all works sold. No commission will be charged on orders obtained for further pictures. Exhibits will **not** be insured and are hung at the owner's risk, so members may wish to insure their own work.

**DUTY ROSTER**

**Each member will have to do at least TWO duties during the Exhibition to have their work hung** (except in exceptional circumstances). The rota will be in the Club by the AGM date. We

need at least two people on duty at any one time. You can bring a friend or relative along if you wish. Even if you are not exhibiting, your help on the rota will be much appreciated.

**Help is needed on Thursday 12<sup>th</sup> June and Saturday 21<sup>st</sup> June to prepare and clear the hall.**

**Raffle tickets.** Each member is asked to try and sell a minimum of 2 books of raffle tickets. An envelope for the return of ticket stubs plus money will be collected with books of tickets before the exhibition and these should be returned to a committee member by the **end of the exhibition at the latest.**

### **HANDING IN and COLLECTING YOUR WORK**

#### **PLEASE NOTE THIS CHANGE**

You must hand your pictures in to the **ABBEY CHURCH HALL** during the **FOLLOWING TIMES:**

**Surnames beginning with A to L – between 6.30 and 7pm Thursday 12<sup>th</sup> June**  
**Surnames beginning with M to Z – between 7.15 and 8pm “ “ “**

**You will have your work checked in, then you will need to unwrap it and TAKE YOUR PACKING HOME.**

**Any packing left in the hall on Thursday night will be disposed of.**

**MEMBERS MUST COLLECT THEIR UNSOLD WORK ON Saturday 21<sup>st</sup> June** from the **ABBEY CHURCH HALL** between **5pm and 6pm (not before or after)**, if you are unable to collect your pictures please arrange for someone to do so on your behalf.

**No arrangements will be made to take uncollected work back to the club. A fee of £1 per picture will be levied on all un-collected work, which will be put towards the cost of the exhibition and the extra work involved.**

### **OPENING NIGHT**

All members, their family and friends are invited to the opening of the Exhibition on **FRIDAY 13<sup>th</sup> June** at 7.00pm Wine and nibbles will be served provided by the club.

As a previous Lord Elgin opened the first one, the present Lord Elgin has kindly agreed to open our 125<sup>th</sup> Exhibition.