

The Poly’s Spring Open Exhibition 2021

25 May - 5 June 2021
**Submission Form**

**For any queries, please contact Jane Birbeck, Guild & Galleries Manager, at guild@thepoly.org**

Thank you for your interest in Spring Open. We welcome applications for 2D and 3D (space permitting) works in all media and all artistic disciplines.

Please answer the following questions. Terms and conditions are below the questions; please make sure you’re happy with these before you submit your application. Application forms and images should be sent to guild@thepoly.org

**Key dates:**

* Deadline for submissions is midday on Friday 14th May
* The selection will take place on Monday 17th & Tuesday 18th May
* You will find out if you have been successful by the end of Tuesday 18th May
* If you are successful your work must be delivered to The Poly during the drop-off window of Thursday 20th – Saturday 22nd, between 10am and 5pm.
* The exhibition will be hung on Sunday 23rd and Monday 24th
* Open to the public from Tuesday 25th May, 10am-5pm
* The exhibition will close on Saturday 5th June. After the exhibition, your work should be collected within five days.

**What is your name?:**

**What is your email address?:**

**What is your contact number?:**

**Category of your work (place an X next to the relevant categories):**

Painting -

Print -

Illustration -

Graphics -

Digital -

Textiles -

Photography -

3D -

Other:

**Title of Work(s):**

If you are submitting multiple pieces of work please list each piece with the title individually.

**Year(s) of completion:**

If you are submitting multiple pieces of work please list each piece with the year of completion individually.

**Media:**

If you are submitting multiple pieces of work in different mediums please list each piece with the medium individually.

**Price(s) (if you don’t wish to sell your work, please enter NFS - this will not affect your chance of being included):**

If you are submitting multiple pieces of work please list each piece with the price individually.

**Brief biography and/or description of piece(s):**

Please share some information about your practice and your work.

**Contact details you would like displayed alongside your work:**

Include any social media handles, website, email address etc.

**Size(s) of piece(s) (in mm please):**

**Detail of specific display, hanging requirements, or preferences:**

**Please include good quality images of your work. A scan usually shows your work to its best advantage, but photos are acceptable. Please send as attachments or via** [WeTransfer.com](http://WeTransfer.com) **to** guild@thepoly.org

We may use images you supply here in marketing the exhibition

**Would you be interested in helping invigilate the exhibition? It will be open daily, Tuesday-Saturday, 10am-5pm:**

**Information and Terms & Conditions**

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**Eligibility:**

* Submissions are open to all, with a focus on new and emerging artists
* Work must be original, completed in the last two years, and should not have been shown at The Poly before
* The submission fee for artists selected is £30 / free to Poly members. Please visit [www.thepoly.org/join](http://www.thepoly.org/joinus) for more information about membership (you can choose to join if your work is selected - you don’t need to be a member at the point of submitting (although the more local members we have, the brighter The Poly’s future!)).

**Display requirements/Hanging details:**

* 2D work must be ready to hang, strung and D-ringed. We use a Cobra hanging system so un-strung work cannot be accepted.
* For 3D work, a method of display must be specified. If any work is particularly large or has any special display requirements, this should be outlined in submission. Please note that space restrictions alongside social distancing requirements may make it difficult for us to select very large 3D work.

**Use of Work:**

When selecting work, please remember that the exhibition is open to the public and artwork should be family friendly. The Poly retains the right not to include any works that are unsuitable for this exhibition.

The Poly may photograph and use images for promotional purposes.

**Loss & Damage:**

The Poly cannot be held responsible for any loss or damage to artwork.

**Sales:**

If the work is for sale, its price must be set by the artist and indicated on the submission form.

The Poly takes 20% commission + VAT on any work sold, which makes a vital contribution to the upkeep of the building and the future of The Poly. Sold work cannot be removed until the end of the show, unless otherwise agreed by the artist and galleries manager.

**Invigilation:**

We welcome artists helping with the invigilation of the exhibition. A timetable will be arranged closer to the event, but please let us know below if you would be interested. You can commit as little or as much time as you like. The exhibition will require invigilation Tuesday-Saturday, 10am-5pm.

Your data given in this form will be held securely and only for the purposes of this exhibition. Once the exhibition has finished, your data as supplied in this form will not be held on file or used for any other purpose.

You can read The Poly's privacy policy here:<http://thepoly.org/contact/privacy-policy>