



RCPS Spring Exhibition 2023

Artist Submission Form *(please complete a separate form for each piece submitted)*

First Name:		Surname:	
Address:			
Contact Number:			
Email Address:			
Category:	Painting / Print / Illustration / Graphics / Textiles / Photography / 3D /Other		

Title of Works	
Year of Completion:	
Medium:	
Price: (if for sale)	
Brief biography &/or description of piece(s): (max.100 words) <i>An opportunity to share information about your work; to be displayed alongside it.</i>	
Contact details you would like displayed:	

Size(s) of piece(s):	
Detail of specific display, hanging requirements or preferences:	

Notes:

- Please include/attach images of the work being displayed.
- Please make sure a label with artist's name and phone number is firmly attached to back/bottom of artwork.
- By submitting your work you are agreeing to the terms and conditions on the sheet attached.

Information, Terms and Conditions

Key dates:

- Deadline for submission forms: Friday 7th April
- The selection will take place on: Monday 17th & Tuesday 18th April.
- If you have been successful, we will let you know by 26th April.
- Your work must be delivered to The Poly: Tuesday 2nd – Friday 5th May between 10am and 4.30pm.
- The exhibition will be hung on: 8th May.
- Open to the public from: Tuesday 9^h May, 10am-5pm
- Private View: Tuesday 9th May 5pm – 7pm
- The exhibition will close on: Saturday 13th May 3pm.
- Collection of artworks: Saturday 13th 3pm – 5pm or Sunday 14th May between 10am – 12pm.

Eligibility & Cost

- 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 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

- 2-D work must be ready to hang, strung and D-ringed. Un-strung work will not be accepted.
- For 3-D 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.

Use of Work

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

The RCPS may photograph and use images for promotional purposes.

Loss & Damage

The RCPS 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.

20% commission + VAT on any work sold will be taken by the RCPS and will contribute to the upkeep of the building and the future of the society. Sold work cannot be removed until the end of the show, unless agreed by the artist.

Invigilating the exhibition

We would like to encourage artists to help with the invigilation of the exhibition. A timetable will be arranged closer to the event.

Data Privacy

The 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>

Please email your completed form to: guild@thepoly.org or post to Sarah Edom or Jasmin Ford, The Poly, 24 Church Street, Falmouth, TR11 3EG