

'Collections Re-crafted'

Saffron Walden Museum Exhibition Saffron Walden Museum, Museum Street, Saffron Walden, CB10 1JL 6th October 2018 – 3rd February 2019

Exhibition criteria

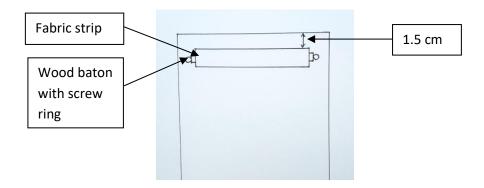
- Work should reflect inspiration from the town of Saffron Walden or museum artefacts.
- To be eligible to exhibit membership of ERTF is required.
- The work needs to be original and not previously exhibited.
- Work may be offered for sale but will be available to the purchaser at the end of the event only.
- Completion of the Saffron Walden Museum 'Information from Exhibitors' form is required.
- This is an open exhibition and the hanging group, which includes museum staff, reserve the right to decide on the final pieces displayed.

Presentation and submission information

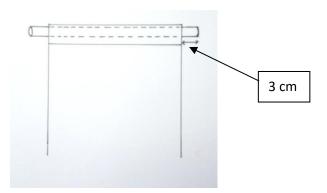
- 2D and 3D work may be submitted.
- If anyone is concerned about copyright of designs used they should contact the museum direct.
- A non-refundable fee of £5 is payable with the intention to submit. This is a set fee of £5 whether one or two pieces are being submitted.
- A display fee of £25 will be charged for the first piece with an additional charge of £10 for a second piece. Payable when work is submitted. This is in addition to the £5 paid with the intention to submit.
- A maximum of two pieces per member may be included.



- Submissions must be accompanied by a fabric bag with handles large enough to hold all packaging, labelled with your name, title and photo of the finished work.
- **Hangings** the following aims to provide suggestions which will assist in the hanging process.
 - a) a hanging sleeve with a baton and screw-eyes in each end;



b) a turned top which allows for a pole – 3cm over-hang each side for hanging purposes.



Picture frames – where picture frames are used framing must be to a
professional standard supported by two rings at the back. Please avoid using
zig-zag or photo frames.



 Work must be submitted by 21st September 2018 to a member of the Exhibition Committee. This may be done in person or by post.

Carole Nicholls	Green Fallow, Bury Rise,	carole.design@icloud.com
	Bovingdon, Herts HP3 0DN	
Sue Dunkerley	18 Ellis Fields, St Albans,	sue@dunkerley.com
	Herts AL3 6BQ	
Annie Brown	75 Station Road, Fordham,	anniebrownneedlefelting@hotmail.com
	Ely, Cambs CB7 5LP	

Photographs

Photographs of completed work or work in progress are required by 23rd June 2018 for publicity purposes. This may be may be of completed work, part work or sketchbook entries.

Format: jpeg

File label: Please label each photograph with ERTF and your name and short title to enable this to be matched to your submission form [e.g. ERTF LBrown Trees in the Sunshine].

Photo files should be sent to Sue Dunkeley sue@dunkerley.com

- A signed agreement form and submission fee must be sent to Carole Nicholls by 21st September 2018
- The exhibition will be hung from Tuesday 2nd October 2018 and taken down week beginning 4th February 2019.
- The private view will be held on Friday 5th October 2018 from 6-7.30pm.

If you have any queries please do not hesitate to contact a member of the Exhibitions Committee. Please check the submission checklist at the end of this document.

Exhibitions Committee: Annie Brown <u>anniebrownneedlefelting@hotmail.com</u>, Sue Dunkerley <u>sue@dunkerley.com</u>, Carole Nicholls <u>carole.design@icloud.com</u>



Submission Checklist

Intent to submit form with £5 fee sent to Carole Nicholls by 28th April 2018		
Initial photographs, finished work/ work in progress/ sketchbook entries sent to Sue Dunkerley by 23 rd June 2018.		
File Label: ERTF followed by your name and short title to enable this to be matched to your submission form [e.g. ERTF LBrown Trees in the Sunshine].		
Saffron Walden Museum form returned to museum and copy sent to Carole Nicholls by 1 st July 2018		
Unframed pieces – include hanging sleeve with baton and screws or 3cm overhang.		
Framed pieces – professional standard.		
Ensure the following information is clearly visible on the back of the work. A sticky label would be stating title of work, artist's name, price.		
Fabric bag – sturdy and supportive. No loose bubble wrap.		
Clearly labelled with		
Signed agreement form and fee sent to Carole Nicholls by 21st September 2018		
Submission deadline of work to a member of the Exhibitions Committee:		
21st September 2018		