

RUGBY

Art Gallery
& Museum

OPEN ART EXHIBITION

2024

APPLICATION FORM

Terms and Conditions 2024

The exhibition runs from 30 November 2024 to 22 February 2025.

Selection is from the *actual* artworks that will need to be brought to the gallery.

The artist must be a resident or a student in Warwickshire or the following adjoining counties - Leicestershire, Northamptonshire and the County of the City of Coventry.

Artists in the adult exhibition are permitted to submit up to three artworks. At least **one** of your artworks should be for sale. An entry fee of £8.30 per work submitted (£21.70 for three works submitted by the same artist) is payable. This fee is to cover exhibition administration and is non-refundable.

Artists aged 14-19 (anytime between 1 September 2024, beginning of application process, and 15 February 2025, end of exhibition) will be entered into the Youth Open Exhibition. Youth entrants are permitted to submit up to two works of art. They do not have to be for sale. A youth entry fee of £5.00 per work submitted (£8.00 for two works submitted by the same youth artist) is payable.

Entries will be accepted in the form of painting, sculpture, drawings, original prints, original digital art, photographs, film and craftwork. We will not accept any artwork that has been created by AI. Reproductions of drawings and paintings cannot be classed as prints and are, therefore, ineligible for entry. e.g. an original artwork produced as a giclee print is ineligible.

All work must remain in the gallery until the end of the exhibition 4pm 22 February 2025.

No works can be submitted that have previously been exhibited at an Open exhibition of Rugby Art Gallery and Museum.

Works should have been created in the last 18 months.

Submissions

- At least **one** of your submissions should be for sale (Adult category applications only).
- For security reasons all two-dimensional work must be mirror plated on the vertical sides. Failure to comply will jeopardise entry of work. If your work is not suitable to be mirror plated please contact us in advance.



- All two-dimensional work can be submitted.
- Three-dimensional work less than 50 kilos in weight and portable by two people can also be submitted.
- No work may have a dimension exceeding 1.5 metres in any direction. Please measure work before delivering. Over-sized works will be turned away.
- All paintings must be completely dry - any wet paintings will not be accepted.
- We reserve the right to refuse any artwork that we consider to have an untreated insect problem.
- One stick-on label must be put on the reverse of each work giving artist's name, title of work, medium and selling price with one tie on label on a length of string that will hang over the front of the work, with the same information. It is important that all labelling should match. Please cross-check.

Rugby Art Gallery and Museum will handle all artwork with care; however, we cannot accept responsibility for any damage to the frame. If you feel your work is of a particularly delicate nature, please point this out to the staff when submitting your artwork, and please provide suitable protection to the artwork if considered necessary e.g. corner protection. Any protection should not impede the view of the artwork.

NOTE: Please carefully consider the framing/ presentation of your work. Art works have been rejected due to poor quality presentation. (T & Cs continued on end pages)

Rugby Open Application Form 2024

Exhibition dates 30 November 2024 to 22 February 2025

Please return completed inner sheets to Rugby Art Gallery & Museum, Little Elborow St., Rugby, CV21 3BZ. Please keep the outer terms and conditions pages.

Customer Details

Surname	
First name	
Address	
County	
Postcode	
Contact tel. no	
Email	
Do you give RAGM permission to issue your email in response to enquiries about your work?	<i>Circle your response</i> YES NO
Artist name for label if different from given name	

Are you aged 14-19 years? <i>If yes you will be entered in the Youth Rugby Open</i>	<i>Circle your response</i> NO YES AGE: If yes, please give name of school/college
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ARTWORK 3 (ADULT APPLICATIONS ONLY)

Artists entering the Youth Rugby Open can submit a maximum of two works. Please go to Terms and Conditions

Title of work <i>Title of work Do not duplicate work titles e.g. Untitled 2024</i>			
Medium			
<i>(Circle your response)</i>			
Painting	Drawing	Original Print	Photograph
Sculpture	Film	Craftwork	Other
BRIEF details of medium including any particular/unusual display requirements			
Year work created <i>Only works created in the previous 18 months are eligible</i>			
Height of work (in cm)	Width in cm	Depth in cm	
Is this work for sale? <i>For the adult category one of your works must be for sale.</i>	<i>Circle your response</i> <div style="display: flex; justify-content: space-around;"> YES NO </div>		
Selling price <i>Selling price 25% commission charged plus 20% vat on the commission.</i>			
Details of any associated additional editions/prints for sale i.e. number of prints, price, framed/unframed			

Terms and Conditions 2024 - PLEASE READ AND SIGN - WE ADVISE YOU TO MAKE A COPY OF YOUR APPLICATION FORM.

I confirm I have read and accept the Terms and Conditions of the Rugby Open 2024 exhibition and declare that I and my work are eligible.

Signature.....

Date of payment.....

Receipt no.....

Insurance

Works submitted for selection at the owner's own risk. The works will be kept securely and handled with due professional care, but neither the Art Gallery, the Council or its employees accepts liability for loss or damage during the storage, selection periods and exhibition, unless loss or damage is caused by negligence of the Art Gallery, the Council or its employees.

Display of work

Every effort is made in displaying all selected works. Neither the selection nor placing of the work in the gallery is open to discussion.

Transport and collection

The entrant is responsible for delivery and collection, whether or not the entry is exhibited. Please note that Rugby Art Gallery and Museum will not cover any costs associated with the transport of works, including the cost of shipping, import or postage.

Sales

Artists will be advised of sales and payment to the artist will be made at the end of the exhibition, once payment has been received from all purchasers. Artists will be informed of orders for unframed prints and editions once payment is received by Rugby Art Gallery and Museum, and it is their responsibility to organise delivery to the purchasers. The price stated on the entry form and labels is the catalogue selling price, which cannot be altered and must include Rugby Art Gallery and Museum's commission. Commission of 25% plus 20% VAT payable on commission will be deducted by Rugby Art Gallery and Museum.

e.g. Selling price

£500.00

minus Commission (25%) £125.00

minus VAT on Commission (20%) £25.00

Amount payable to Artist £350.00

Prizes

The decision of the judges is final and non-negotiable. The first prize of £1000 to the overall winner is given as 2 instalments: £500 plus a further £500 towards creation of a Floor One Gallery exhibition 2025.

Charges for late collection of works

It is imperative that work is collected during the advertised collection periods. A storage charge of £6.00 per work, per day, will be made for any works not collected on time. A representative can be nominated to collect on your behalf. Please let us know in advance if this is the case. The Gallery reserves the right to dispose of any work not collected by 31st March 2025.

Copyright and Publicity

Copyright of the artwork remains with the artist. By signing this form the artist agrees that his/her/their work can be used for promotional purposes including social media. The Gallery reserves the rights to photograph exhibits for education and publicity purposes. The Gallery cannot guarantee to include artists' names but will endeavour to do so whenever feasible and considered reasonable.

Data Protection

The information you provide will only be used to administer Rugby Open exhibitions. It will be kept in a secure environment and only accessed by staff on a "need to know" basis. It will not be shared with any other organisations or transferred outside of the European Union.

Important Dates:

Application forms and payment must be submitted by **Monday 18 November 2024**. An entry fee is payable. This fee is to cover exhibition administration and is non-refundable. Online applications will be paid online. Rugby Art Gallery and Museum will provide and accept paper applications and payment in person by cash or card if an online application is not possible.

YOUTH category artworks must be delivered for the selection process to Rugby Art Gallery and Museum on **Tuesday 19 November 12pm-6.30pm**

ADULT category artworks must be delivered for the selection process to Rugby Art Gallery and Museum on **Friday 22 November 12pm-5pm and Saturday 23 November 2024 10.30am-3.30pm**

The selection panel will meet on **Monday 25 November 2024**. The selection panel changes each year and comprises of a least 2 art professionals, a local representative and a Rugby Borough Councillor. The panel's decision is final and non-negotiable.

Artists will be notified of the selection by email/ phone on **Tuesday 26 November**

Unselected work must be collected from Rugby Art Gallery and Museum on **Wednesday 27 November** 12 noon – 7.00pm

The Awards and Preview Opening Event will take place on **Friday 29 November**, 5.30pm – 8pm.

Collection of unsold entries at close of exhibition: **Monday 24 February 2025**, 10.30am – 7pm.

RUGBY OPEN 2024 IMPORTANT DATES SUMMARY

Application forms submission deadline: **Monday 18 November**

YOUTH category artwork delivery: **Tuesday 19 November** 12pm-6.30pm

ADULT category artwork delivery: **Friday 22 November** 12pm-5pm
& **Saturday 23 November** 10.30am-3.30pm

Selection Panel meets: **Monday 25 November**

Notification of selection panel decision: **Tuesday 26 November**

Unselected works collection: **Wednesday 27 November** 12 noon – 7pm

Preview Event: **Friday 29 November** 5.30pm – 8pm.

Collection of unsold works: **Monday 24 February 2025**, 10.30am – 7pm

END.