**DALGETY BAY ART CLUB EXHIBITION – 9 NOVEMBER 2019**

**Dalgety Parish Church Hall, Dalgety Bay**

**EXHIBITION & ENTRY INFORMATION**

**BROWSER STAND ITEMS**

**ORIGINAL PAINTINGS, PRINTS & PHOTOGRAPHS**

**Properly mounted and wrapped in cellophane or in display envelopes may be exhibited in the browser.**

**Who can submit work?**

Exhibitors must be fully paid up club members. All exhibits must be member’s own work.

**How do I enter?**

Completed entry form(s) to be handed into the clubhouse or sent to the treasurer:

Dorothy Turvey, 16 The Woodland’s, Rosyth, Fife, KY11 2JD, along with the overall exhibition entry fee of **£5.00** by **TUESDAY 5 NOVEMBER 2019**

* Price your entries using multiples of £5 for ease of processing.
* Please ensure the details you enter on your picture labels are the same as on your entry form.
* Please state which task / duty you have signed up for, unless there is an agreement in place not to.

**Exhibitors are expected to do at least one duty during exhibition.**

**When and where do I submit my work?**

* Deliver exhibits to the **Church Hall** *(not the Art Club*) between **5:30pm and 6:45pm** on **FRIDAY 8 NOVEMBER 2019.** Entries will be checked off against entry form. Any not listed will be rejected. All exhibits are submitted at the owner’s risk.

**After the Exhibition?**

Unsold entries must be collected from the Church Hall between **5.15pm and 5.30pm** on the day of the exhibition.

**PLEASE BE AWARE OF THE FOLLOWING**

1. Original paintings, prints and /or photographs, properly mounted and wrapped in cellophane or in display envelopes may be exhibited in the browser.
2. Please ensure your entries are labelled with Picture Title, Artist/Photographers Name and Price. Please state clearly if Painting is an original or Print. Please State clearly if entry is a Photograph.
3. There is a commission fee of 10% on all sales.
4. Pictures shown at previous exhibitions cannot be submitted again.
5. The Committee reserves the right to reject any picture incorrectly presented and or of an offensive subject matter.

**All exhibits are submitted at the owner’s risk**

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| **DALGETY BAY ART CLUB EXHIBITION - NOVEMBER 2019**  **ENTRY FORM FOR BROWSER STAND ITEMS - ORIGINAL PAINTINGS, PRINTS, PHOTOGRAPHS**  **Name ………………………… Address…………………………………. Contact No ………………**  **Duty (s) / Task (s) signed up for - …………………………………………………………….** | | | | | | |
| **Club** | **To be completed by member** | |  | **Club Use Only** | |
| **use** | **Painting / Photograph Title** | **Please state whether entry is an Original Painting, a Print or a Photograph** | **Price**  **£** |  | |
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|  | **Member’s signature:** | | **Date:** |  | |

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**You may submit as many entries as you wish. These will go into the Browser stand and are not craft table entries**

**PLEASE PRINT ALL DETAILS CLEARLY.**

**Dalgety Bay Art Club**

**Exhibition November 2019**

**VOLUNTEERS WANTED!!**

Our Exhibitions are only possible with the help of volunteers to carry out the many tasks / duties required and so we are asking you to give us a bit of your time.

If you have already signed up for a task, you can rest easy for now 😊!!

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| **Task / Duty** | **What’s involved?** | **Saturday 9th November** | **Name (s)** |
| **YELLOW STREET SIGNS**  **2 PEOPLE req’d** | 1 car required.  Location plan is provided. | **8am** –  Put out signs  **5pm approx**. collect back in. |  |
| **EXHIBITION BANNER and Exhibition / Tea room signs**  **2 PEOPLE req’d** | Place outside Church before Exhibition and bring back in to hall at end of exhibition. | **9 – 9:30am –**  Put out  **5pm approx**.- collect back in. |  |
| **Sales Assistants**  Full guidance will be given on the day 😊 | **Sales Assistants** are required to ***help*** the Sales Desk.  It’s a lovely way to meet folks and you do not have to deal with the monies!! Liaise with buyer and put ‘the’ RED dot on the chosen picture label. Get buyers details (we have forms!), ask how they wish to pay and take buyer and sales form to Sales Desk, who will deal with payment and confirm collection time. | **10am – 12 noon**  **2 PEOPLE req’d**  **-----------------------**  **12 noon – 2pm**  **2 PEOPLE req’d**  **-----------------------**  **2pm – 5pm**  **2 PEOPLE req’d** | **-----------------------**  **-----------------------** |
|  | **Additional Sales Assistants** required to hand over sold picture to buyer on receipt of sales slip and check Sales List | **4pm – 4:30pm**  **2 PEOPLE req’d** |  |

Contact Barbara 07889 641562 / barbarabwade@btinternet.com