

Summer Resident Show - St Margaret's House
9th of August - 7th of September 2014
Opening Friday 7th of August 2014 - 6.30pm
Gallery 1, 2 & 3

Gallery 1 - Painting / Drawing / Photography / Sculpture / Installation

Gallery 2 - Prints / Textiles / Ceramics / Books / Furniture

Gallery 3 - Jewellery

Projection Room - Video

Opening night and various special events - Music / Performance

(get in touch if you want to do anything during the course of the month of August such as workshops or lectures - or if you are keen to play music for the opening night)

Dates and calendar for Summer Resident's show 2014

Important dates

Deadline for registration & payment £10 per tenant: **Sunday 20th of July 2014**

Cash only - box in office on 3rd floor (money goes towards publicity and opening night) - we can give you a receipt if you need one

Helpers and info meeting: **Monday 7th of July** – 6pm to 9pm

Hand-in date for works: **Wednesday 30th of July 2014**

Hanging the show: **Monday 4th of August to Thursday 7th of August 2014**

Opening night: **Friday 8th August 6.30pm**

Art work collection date: **Sunday 8th of August - Monday 9th of September**

LABELS

All works must have a label attached by a string, which must be long enough for the label to be seen from the front of the art work once hung or in situ.

For **jewellers, textile artists & ceramicists who have many small pieces it's preferable you** create your own labels for the show but you will still need to fill-in Registration Form

Labels will be available from the office from **Sunday 20th of July 2013**, you can also fill them online on this link, or use the form attached to this email

The two sections, must be completed and be clearly legible with the following information:

- Artist Name
- Title of Work
- Medium
- Selling Price (where appropriate and framed /unframed for prints) (except for jewellers)
- Contact Details you want printed on the label for your work

(one only i.e. either mobile, website or phone number)

- Studio Number

HANGING REQUIREMENTS & CRITERIA

For Painters and Visual artists (2 dimensional work):

We have a limited amount of wall space so you can either submit

4 small pieces (max 30cm) or **2 medium pieces** (max 60cm) or **1 large piece** (max 120)

Two dimensional works - Hanging Requirements:

- All small works must be framed or ready to be hanged (you can use magnets for drawings / bulldog clips for photos or drawings (we need to have all the material ready to hang if not your art piece will not be exhibited
- Frames must have a proper system of hanging such as 2 mirror plates securely attached to the back of the frame; or proper wire & hooks on the back; or magnets (Any issues please contact Sophia)
- No works will be accepted with protruding hooks, or damaged string and wire on the backs
- No works will be accepted with sharp edges or in a condition that it could damage other works.

For **three dimensional works** (sculpture, books, ceramics etc) please specify any special requirements, there are plinths available, works will be shown in *Gallery 1 & 2* (we will ask you to be present during set-up) – For any **installation work** we would ask you to be in touch as soon as possible we need to determine if we will have a possible space for it and of course we will need you to be present during the hanging of the show.

For **jewellers** you will need to set-up your own work in *Gallery 3* and create your own labels. Please complete the online registration form without art work details - we will be in touch shortly after your registration

Special Requests:

If you have a special hanging requirement then you must provide the necessary hanging materials and a full description of what is required at the time of hand in.

Where possible requests will be facilitated, however the curators will have the full and final decision in all hanging matters.

Help Needed!!!

Even if it's just a couple of hours, half a day a full day whatever you can, any help will make a huge difference to the whole event.

If you can come to the meeting on the **7th of July 2014 6pm-9pm** we can set-up different teams for different tasks or if you can't just send an email to events@edinburghpalette.co.uk to let us know about your availabilities so we can assign you to any of the below tasks

- **Needing 1 or 2 Jewellers responsible for set-up Gallery 3**
(from Monday 4th of August to 8th of August)
- **Needing 2 artists from ceramics & textile to be responsible for set-up Gallery 2**
(from Monday 4th of August to 8th of August)

- **a few people to help on set-up in Gallery 1 & Gallery 2**
(from Monday 4th of August to 8th of August)
- Bar/refreshments *(Friday 8th of August from 4pm till end of opening)*
- Clean up *(Saturday 9th of August)*
- Helpers for dismantling on *Monday 8th of September 2014*

LABELS FOR ART WORK

Summer Resident Show

Print the label & attach by a string which must be long enough for the label to be seen from the front of the art work once hung or in situ.

Also send a copy by email to events@edinburghpalette.co.uk

Artist Name	
Title of Work (except for jewellers)	
Medium	
Selling Price	
Contact Details you want printed on the label for your work (one only i.e. either mobile, website or phone number)	
Studio Number	

For 3rd art work Jewellers, potters, ceramicists & textile artists please create your own labels, but tag your art pieces if you are leaving them unattended in galleries so we know who they belong to.

REGISTRATION FORM

Please send the following details by email to events@edinburghpalette.co.uk before Sunday 20th of July 2014 - don't forget your Registration Fee £10 (Deposit Box main office on 3rd floor)

Artist Name		
Studio Number		
Discipline		
Number of pieces		
Contact details you want published on social media & in exhibition		
Art Statement (90 words max)		<i>optional for social media purposes only</i>
Bio Small blurb about yourself (90 words max)		<i>optional for social media purposes only</i>
Photos of your work (2 maximum)	please send Jpeg with name of artist/title artwork/ (example : burns_constellation_1.jpeg)	<i>optional for social media purposes only</i>