



## Southern Ceramic Group Summer Exhibition (Bishop's Kitchen) 2018

### Venue

The Old Kitchen, Bishops Palace, Chichester, PO19 1PY. The Palace adjoins Chichester Cathedral and public access is from the Cathedral precincts.

### Important Dates

<b>11 March</b>	Last date for registrations
<b>1 July</b>	Last date for entry forms providing details of your exhibits
<b>26 July, 1-3 pm</b>	Deliver work to The Bishop's Palace, Chichester
<b>27 July, 6-8 pm</b>	Members and Friends Evening
<b>28 July – 12 August</b>	Exhibition open to public
<b>12/13 August</b>	Take down show – Collect unsold work

### General Information

The show will be a selling exhibition where work can be taken away by the purchaser at the time of sale. Not all work submitted by Members will be exhibited immediately and some work will be held back to replenish stocks. The organisers will try to ensure that each member always has a reasonable amount of work on display.

All Members wishing to exhibit are expected to share in the tasks involved in the organisation and running of the show. This will include stewarding for at least one day as well as offering other assistance, such as being involved with publicity, setting up and taking down the show, checking work in and out, painting plinths, etc. If it is impossible for you to steward then an additional fee of £35 will be payable, to allow us to cover the expenses of another member undertaking your duty.

The core-team of Vasu Reddy (Exhibition Co-ordinator), Vidya Thirunarayan (Publicity Manager) and Tom Paine (Display) will make decisions on the day-to-day running of the show. They operate within overall guidelines agreed with the SCG Committee.

### Entry Information

All work must be for sale and provide a cohesive display. In order to keep the show fresh, work entered should not have been previously exhibited at the Bishop's Kitchen. All work will be subject to a selection process once it is delivered for exhibition, but most exhibitors can expect all their works to be selected for display. There are two categories of entry;

“Full Exhibitor” - which is open to all members of the Group. A Full Exhibitor will be eligible to submit between 12 and 15 ceramic works for exhibition (exhibitors will be informed of the specific number once the registration process has closed). The works must meet high standards of making and design. For Full Exhibitors there will be a registration fee of £20.

“Newcomer” - which is only open to members who have not previously exhibited at a Bishop's Kitchen show. Exhibitors in the Newcomer category will not pay a registration fee and will be able to submit up to three ceramic works for exhibition. The works must meet basic standards of making and design. All newcomers are expected to steward.

A commission will be levied on all work sold. The standard commission rate is 20%, but the Group committee may decide to reduce this rate depending on the financial circumstances at the time of the show.

Members who have sold a high number of works at a previous show may, at the discretion of the Exhibition Coordinator, be invited to submit up to 5 additional items. An additional fee of £10 will be payable by members accepting the invitation to participate in this category. Any invitations for this category will be issued shortly after registration closes, once the number of potential exhibits is known.

## Registration

Members wishing to register for the show should e-mail the co-ordinator at [vasureddyceramics@gmail.com](mailto:vasureddyceramics@gmail.com) providing the following information:

- Name and best contact telephone number
- Confirmation that you are able to steward (if not there will be an additional £35 fee)
- If you wish to exhibit in the Newcomer category (if you do not state this you will be assumed to be exhibiting in the Full Exhibitor category)
- If there is any particular supporting task, in addition to stewarding, that you would like to do (final allocation of tasks will be done at a later date)

Addresses and other details for exhibitors will be taken from the SCG membership directory, so if you think this may no longer be accurate or complete please indicate this when you apply to register.

All applications must be received by midnight on Sunday 11<sup>th</sup> March, but **you are strongly encouraged to apply as early as possible as applications will be accepted on a first come, first served basis**. In the case of oversubscription priority may be given to those offering additional help running the show.

Successful applicants will be notified by e-mail and advised how to make payment of the registration fee, which must be received within two weeks of notification.

## Conditions of Display

To cover unlikely but difficult situations we have the following conditions:

- 1) Commission will be due on any pieces removed by the exhibitor before the end of the show. This may be waived in exceptional circumstances.
- 2) Should any work be sold after the show as a result of a customer seeing it at the show it is expected that the artist will pass on the appropriate commission to the Group.
- 3) If an Exhibitor agrees to sell work at a discounted price during the show, commission will be payable on the full price entered.
- 4) As we want to provide as much space as possible for members who are seeking to sell their work, no exhibits may be marked 'not for sale' and the organisers reserve the right to refuse any exhibits which appear to have been priced not to sell.
- 5) Whilst all appropriate care will be taken with exhibitors' work, SCG cannot accept responsibility for any work lost, damaged, or stolen during the show.

## Further Information

Please email me at [vasureddyceramics@gmail.com](mailto:vasureddyceramics@gmail.com) if you need further information. I look forward to receiving your registration.

**Vasu Reddy (Exhibition Co-ordinator)**