

● **SUBMISSION FORM: MEMBERS ONLY**

CAMBRIDGE DRAWING SOCIETY LEYS SCHOOL AUTUMN EXHIBITION 2018

Open to Public: Sunday 21st – Saturday 27th October 2018

ARTIST HANDING-IN DAY: FRIDAY 19th OCTOBER, 10.00am to 12.30pm

Please use **BLOCK CAPITALS**

No.	Medium	Title of work	Framed		Unframed	
			Price £	*Ship £	Price £	No.
A.						
B.						
C.						
D.	Unframed work	e.g. watercolour, monoprint etc.				
E.	Unframed work	e.g. watercolour, monoprint etc.				

Put a cross in the box if submitting 25 cards (All cards are £2.50 each) ----->

Members who submit framed works may also submit two unframed, original works on paper or card, mounted and cellophane wrapped.

Members may submit ONE work only 'Not For Sale' for an additional fee of £20.

*** Shipping of work – If you are prepared to ship your framed work if requested by a purchaser to secure a sale, please enter shipping amount to be added to your framed price (UK mainland only – purchaser to pay).**

Note: Artists **MUST** deliver **all** unframed work **before** the Private View on Saturday 20th t October 2018. (See member rules and guidelines)

ARTIST'S NAME & ADDRESS Title (Mr/Mrs/Miss/Other)

 (Block Capitals)
 Post code
 Tel No. Email

Standard Handling Fee **£20.00**I have signed up to help. Please tick box
 Additional (non-helper) fee** **£20.00****All members **not** helping are required to pay the fee
 Not for Sale Fee (1 work only) **£20.00**
 TOTAL **£.....** **Cash/Cheque/BACS** (delete as applicable)

BACS: **Payee:** Cambridge Drawing Society **Sort Code:**60-04-23 **Account No:**24183032 **Ref:** Your name

I understand that it is no longer possible for the Cambridge Drawing Society to insure works on exhibition and whilst every care will be taken, the Society cannot be held responsible for accidental damage or loss.

Signature.....

● **This form must be returned to the Honorary Secretary or the information may be sent by post or email to arrive no later than Friday October 5th 2018. Late entries cannot be accepted.**

Steve Ashman, Honorary Secretary , 315, High Street, Cottenham, Cambs. CB24 8TX
 Tel: 07703 170 320 email steve1.ashman@ntlworld.com

16 August 2018 V1.0

Supporting Information

All the information in the submission form needs to be replicated for each exhibit on **TWO LARGE LABELS**. One label should be stuck firmly to the back of each work and the second label hung to the front of your exhibit on a long tie that hangs at least half-way down the front. Please ensure the information on your labels is **IDENTICAL** to the information submitted on this form.

LABEL EXAMPLE

Full Name*	WILLIAM SHAKESPEARE
Letter ID of Work	A.
Medium	ACRYLIC ON CANVAS
Title of Work	A MIDSUMMER NIGHT'S DREAM
Price	£150

*Include your Address on the label on the back of your works if you wish to inform purchasers

All artworks to be delivered to **the Old Gym, Leys School, Cambridge on Friday 19th October between 10.00am and 12.30pm.**

Collection of Unsold Works - Members **must collect** their unsold works from the Old Gym, Leys School, on **Saturday 27th October between 4.30pm and 6.00pm.**

PLEASE DO READ THE THROUGH THE MEMBERS RULES TO ENSURE THAT YOU FULFILL ALL OF THE ENTRY REQUIREMENTS. THE RULES HAVE RECENTLY BEEN UPDATED AND CONTAIN ALL THE INFORMATION AND GUIDELINES YOU NEED FOR FRAMING AND COLLECTION OF UNSOLD WORK . MANY THANKS.

This submission form may be obtained by email from the Secretary steve1.ashman@ntlworld.com or downloaded from the Society Website <http://www.cambridgedrawingsociety.org> , alternatively members can complete an online submission via the website.