

ONLINE ENTRY

All artwork must be submitted digitally via the **Online Entry Form** by 8 pm on Thursday 12 August. **YACs need to enter by Monday 9 August.**

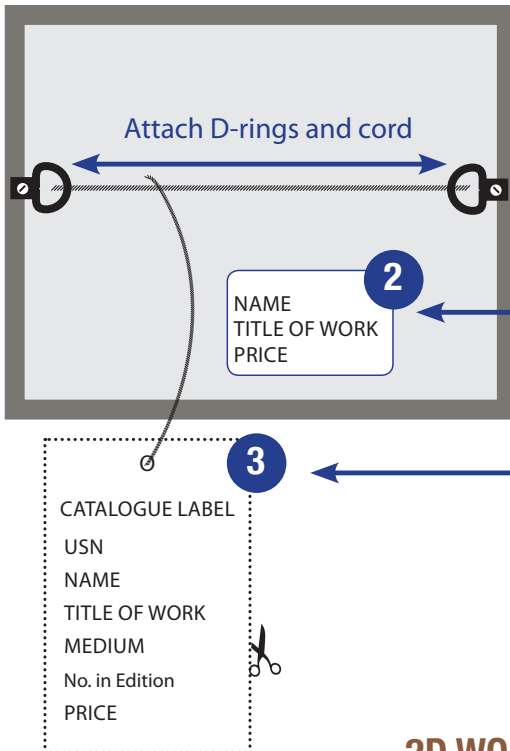
The size of Works to be provided is the exterior frame size, or in the case of sculpture, the longest measurement.

Please make sure your digital entries are good quality, straight, and do not include frames/mounts for the online catalogue.

DELIVERY OF ARTWORK

Delivery of artwork to the SJE is on Sunday 15 August from 10 am - 1 pm. Enter the Gallery at SJE via the James Street entrance to the St Stephen's House carpark. A large wooden gate on the left hand side coming from Iffley Rd.

Please ensure your artwork has the following:



1 A PRINT OUT OF THE DIGITAL ENTRY FORM

Please print out a copy of your entry form which you will receive soon after submitting your work. If you have not received the automated confirmation of entry by the following day please check your SPAM mail, or contact the website manager as soon as possible.

2 STICKY LABEL

A plain white label to be stuck on rear or underside of piece with: Artist's Name, Title and Price

3 PRINTED LABEL

Printed labels will be automated and sent with the online entry form acknowledgement.

Please print two copies and cut out. Punch a hole at the top, thread string through and tie them loosely to the hanging cord, long enough to hang over the front of the work.

2D WORK

- All 2D work must be submitted with D-rings and strong tight cord or wire ready for hanging.
- Ring eyes, Perspex, glass with clips, any work with unprotected glass edges will not be accepted, nor any work deemed to be a risk to public health or safety.

3D WORK

Please inform the Secretary before delivering your work if it requires a plinth.

COLLECTING ARTWORK

Unplaced artwork to be collected by Friday 20 August. Times will be on website. **Unsold work** to be collected on Sunday 5 September at 6pm.