



Ashbourne Arts Ltd,  
St John's Community Hall, King Street,  
Ashbourne, Derbyshire DE6 1EA

info@ashbournefestival.org  
www.ashbournefestival.org  
Office: 01335-348707

10 February 2010

Dear Artist

**ASHBOURNE FESTIVAL 2010: ART EXHIBITION**

I am contacting you as a past exhibitor to invite you to submit your work for inclusion in this year's Art Exhibition. Once again, we are fortunate to have the use of the Town Hall ballroom, enabling us to mount a six-day exhibition running from Saturday, 19 June to Thursday, 24 June 2010.

This year we are able to give you much more time before we need to preview work at the beginning of June, and hope that this means we will be able to see even more exhibits. Once again, your work will be offered for sale to the public, a 20% commission being paid to Ashbourne Arts to cover administration and advertising. We would also like exhibitors to commit to stewarding during the exhibition; if we get enough volunteers this should amount to only a few hours each per person. You will see that the enclosed Invitation to Submit and Application Form have been simplified since last year but, should you have any queries, please do not hesitate to contact the Ashbourne Arts office.

The important dates you need to bear in mind are:

Deadline for submission of work	5pm on Saturday, 5 June 2010
Selection of work	Sunday, 6 June 2010
Unselected artwork to be collected between	10am and 4pm on Monday, 14 June 2010
Exhibition dates	Saturday, 19 June to Thursday, 24 June 2010
Exhibition preview evening	Friday, 18 June 2010
Exhibition dismantled	Friday, 25 June 2010

We look forward to seeing your work, and good luck!

Yours sincerely

Tim Challans  
For the Exhibition organisers

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## ASHBOURNE FESTIVAL 2010 ART EXHIBITION APPLICATION

ARTIST NAME .....

CONTACT ADDRESS .....

.....

..... POSTCODE .....

EMAIL (we will use this to contact you) .....

WEBPAGE .....

CONTACT PHONE NUMBER .....

Please circle which category below best covers your work:

Painting/Printmaking      Sculpture/Ceramics      Mixed Media

Photography/Film      Textiles      Other .....

Please state on which date(s) you would be available to steward the exhibition (if selected)

..... am / pm

### YOUR COMPLETED SUBMISSION

Please ensure you have:

- attached or sent a cheque for £15 made payable to Ashbourne Arts Ltd;
- labelled your work with your name, address, telephone number, the title of the work, the medium, and the price (if it is for sale).

### DATA PROTECTION ACT

Please note that all application details will be stored on our database and used for processing applications, incorporating relevant details in the programme and website and for regular newsletters about Festival activities. This information will not be given to any third party and will only be used by Ashbourne Arts Ltd. Your signature below is your acceptance of this arrangement.

I have read, and will comply with all the terms and conditions stated above and in the Invitation to Submit Work for the Art Exhibition.

Signed ..... Date .....

### For Office Use Only:

Fee      Images      Accepted      Declined      Group

## **ASHBOURNE FESTIVAL 2010 INVITATION TO SUBMIT WORK FOR THE ART EXHIBITION**

Derbyshire has many talented professional and amateur artists. We want to celebrate this at the 2010 Ashbourne Festival, and we are looking for the best local artists to submit work for the exhibition which will take place from 18 to 24 June 2010. If you would like to submit work, please read the guidelines below and complete the form. If you have any queries, please do not hesitate to contact the Ashbourne Arts office on (01335) 348707, which is usually open from Monday to Friday between 10am and 2pm.

### **ENTRIES**

All work must be accompanied by a completed application form and labelled with the artist's name, address, telephone number and title of the work, the medium and the price(if it is for sale). Each artist can submit no more than four pieces of work.

Entries can be delivered personally to the Ashbourne Arts Office at St John's Community Hall, King Street, Ashbourne. **The closing date for submissions is 5pm on Saturday, 5 June 2010.** We regret that we are unable to consider late applications. Selection for the exhibition will take place on Sunday, 6 June, and artists will be informed whether or not they have been successful shortly afterwards. **Unselected artwork should be collected from the Ashbourne Arts office between 10am and 4pm on Monday, 14 June.**

Post and e-mail submissions should contain a description of the work and up to four photos or digital images. Either post them to the office, marked 'for the attention of Art Exhibition', or e-mail them to [info@ashbournefestival.org](mailto:info@ashbournefestival.org) with subject line: Art Exhibition.

All work that requires hanging should be mounted, framed and strung (please do not use mirror plates). If your work is selected, we would be grateful if you would volunteer for at least one half-day stewarding session. You may indicate your preferred date and time on the application form.

### **POSTCARD SALE**

All artists whose work is selected for the exhibition are asked to donate an original work no bigger than A5 (148mm x 210mm) for the Festival Postcard Sale. This generates revenue for the Festival for future years. Work for this sale should be delivered or sent to the Ashbourne Arts Office by Thursday 17 June. It will be on sale at the Exhibition preview evening on Friday, 18 June 2010 from 6pm.

### **FEES**

All submissions should be accompanied by a cheque for £15 make payable to Ashbourne Arts Ltd. This will be used to cover the cost of processing and managing the Exhibition. If you are e-mailing your entry, please ensure that you post a cheque to Ashbourne Arts. Your cheque will be returned to you if your work is not selected. A commission of 20% will be charged on all items sold during the Exhibition.

### **INSURANCE**

Ashbourne Arts cannot accept any liability for damage to or loss of work or other equipment either on display or in transit. We recommend that artists take out their own insurance but, in any case, artists must satisfy themselves that adequate insurance is in place to cover all risks associated with their participation in the exhibition.