

# Annual Open Exhibition 2022 // Submission Guidelines

Enter using our online [Submission Form](#)

## Key Dates //

**Exhibition Dates //** Sun 13 Nov - Sat 3 Dec 2022 (Wed - Sun, 11am - 4pm)

**Preview Date //** Sat 12 Nov, 1pm - 4pm

**Closing Event //** Sat 3 Dec, 1pm - 4pm (Best in Show Announcement)

**Delivery Dates for 2D & 3D Works:** Fri 4 Nov, 2-4pm // Sat 5 & Sun 6 Nov, 11am - 4pm

**Collection Dates for 2D & 3D Works:** Sun 4 & Mon 5 Dec, 11am - 4pm.

Proof ID must be provide to gallery staff upon collection of your work

No Postal Entries

All works must be collected on the specified dates above.

Due to lack of storage on site we cannot store your work temporarily, please do not request this. No exceptions can be made. Uncollected works will be disposed of.

**Deadline for Submissions //** Thursday 3 Nov 2022 using the online entry form, however, for anyone that needs assistance we will be accepting in person submission on delivery days.

## Submission Information //

\*No works containing food or perishable items can be submitted. We will endeavour to exhibit all works submitted. However, if we cannot due to space constraints then we will exhibit at least one work by each entrant. Work which the Gallery judges to be inconsistent with our Equality, Diversity and Inclusion Policy and at the Directors discretion will not be exhibited.

### 2D & 3D Artworks //

Participants using 2D or 3D can submit up to 3 works in total.

2D artworks can be no larger than 800mm (80cm) in width, length or depth (including frame).

3D work must be no larger than 800mm (80cm) in width, length or depth (including plinth if supplied). Artists submitting 3D works may also submit 2D work (all rules pertaining to two-dimensional works still apply).

All works must be ready to hang directly onto nails or with wire or mirror plates (we cannot accept clip frames).

Works from an individual artist will not be hung together, triptychs and diptychs will be split up.

After submitting the form, please email one high-quality image of the work to [open@southwarkparkgalleries.org](mailto:open@southwarkparkgalleries.org) from the same email address that you enter on the form. This image of your work will enable us to profile your work on our online shop, in addition to the physical exhibition in the gallery.

The image must be titled 'Surname\_First Name\_Artwork Title' and JPG or PNG, JPGs should be in RGB mode. Image must not exceed 1200px X 1200px and no bigger than 3mb. Please attach the image to the email and not embed it into the body.

### **Moving Image //**

Only 1 moving image work can be submitted per individual. Participants submitting moving image work can submit up to two 2D & 3D artworks in addition.

Maximum duration for moving image works: 5 minutes including credits etc.

Moving images file format must be **.mov** or **.mp4** and high quality, works will be displayed as one show reel in the Salter Space as a 16:9 projection.

Please don't add a title page, we will create one for you.

After submitting the form, please send your video via WeTransfer or Dropbox this must be title 'Surname\_First Name\_Artwork Title' and include one high-quality image from your video to be used as a thumbnail to [open@southwarkparkgalleries.org](mailto:open@southwarkparkgalleries.org)

Please supply the image as a ratio of 16:9, no more than 1280 pixels wide by 720 pixels tall, with a minimum width of 640 pixels.

[2D, 3D and Moving Image submission form](#)

## **Selling your Artwork //**

The sales amount to the artist must not exceed £500. Southwark Park Galleries will add commission of 35% + VAT (VAT on the commission), please do not add this yourself. All work must be for sale, in whole pounds and the sales amount you receive must not exceed £500.

## **Fees //**

The Bermondsey Artists' Group (Managing Southwark Park Galleries) is a not-for-profit company registered in England no. 3353857 & Registered Charity no. 1073851. The fees cover the technical installation of the exhibition, invigilation, administration and keep the show free for visitors.

Submission fees must be paid at the time of your submission by credit or debit card.

If you would prefer to pay by cash or cheque when you deliver your 2D or 3D artwork to the gallery, you can do so during the delivery dates of Fri 4 Nov, 2-4pm // Sat 5 & Sun 6 Nov, 11am - 4pm

Cheques are to be made payable to 'The Bermondsey Artists' Group'.

Concessions include: unwaged, full time students, over 65's and members of the Bermondsey Artists' Group.

**1 artwork - £16 (concessions £12)**

**2 artworks - £27 (concessions £21)**

**3 artworks - £38 (concessions £30)**

## **Hanging & Installation of the Exhibition //**

The Gallery Team will hang the show and all decisions made by the team about placement of works are final.

The price list and exhibition labels are created from the submission form you submit, therefore please ensure you enter the correct information about your work/s.

Every year hundreds of artworks are submitted into the Open and although Southwark Park Galleries will take professional care handling all artworks, submitting artists should be aware that it is possible that occasional damage may occur.

Southwark Park Galleries shall have no liability whatsoever for any loss, damage, deterioration, or wear, including damage to frames.

## Contact Information //

If you have any questions regarding our Open, or submitting your work, please contact the gallery team via [open@southwarkparkgalleries.org](mailto:open@southwarkparkgalleries.org) or call us on 0207 237 1230.

## T's & C's //

1. These Terms and Conditions relate to the online and physical exhibition of work entitled "Annual Open 2022" (the 'Exhibition') to provide financial support to Artists' and the charitable aims of The Bermondsey Artists' Group managing Southwark Park Galleries (the 'Company')
2. Artists 18 or over, of any nationality living or working in the UK are invited to enter a maximum of THREE works no larger than 800mm in length depth and width (including frame for 2D works). Moving image artists may submit a maximum of ONE work . The exhibition is organised by The Bermondsey Artists' Group managing Southwark Park Galleries (registered charity number 1073851).
3. All works are available for sale online at [www.shop.southwarkparkgalleries.org](http://www.shop.southwarkparkgalleries.org) this is the gallery's online sales platform; graphics, banners and additional menus will be updated for the exhibition. All works must be available from Friday 4th November 2022 until Saturday 3rd December 2022.
4. There is a registration fee this year for entering the exhibition (See submission fees and concessions above).
5. All 2D and 3D media is accepted, as long as all works are no larger than 800mm (80cm) in length, depth and width (including frame for 2D works). Work submitted must be your own, and you must hold all moral and intellectual property rights to that work. Only one Moving Image work with a maximum duration of 5 minutes including credits can be submitted per individual. All videos should have an aspect ratio of 16:9, as they will be uploaded to Southwark Park Galleries' YouTube channel. To ensure the best quality all videos must either have a maximum resolution of 1080p, 1920 x 1080 or minimum resolution of 720p, 1280 x 720. Please do not add padding or black bars directly to your video.
6. For 2D & 3D works, after submitting this form, please email one high-quality image of each artwork

to [open@southwarkparkgalleries.org](mailto:open@southwarkparkgalleries.org) from the same email address that you enter on the form. This image of your work will enable us to profile your work on our online shop, in addition to the physical exhibition in the gallery. The image must be titled 'Surname\_First Name\_Artwork Title' and JPG or PNG, JPGs should be in RGB mode. Image must not exceed 1200px X 1200px and no bigger than 3mb. Please attach the image to the email and not embed it into the body.

7. For Moving Image work, after submitting this form, please send your video via WeTransfer or Dropbox this must be titled 'Surname\_First Name\_Artwork Title' and include one high-quality image from your video to be used as a thumbnail to [open@southwarkparkgalleries.org](mailto:open@southwarkparkgalleries.org)

8. For entry 2D & 3D artworks must be delivered to Southwark Park Galleries, 1 Park Approach, SE16 2UA either Fri 4 Nov, 2-4pm // Sat 5 or Sun 6 Nov, 11am-4pm. We do not accept postal entries

9. All artworks must be collected on Sun 4 & Mon 5 Dec, 11am - 4pm. ID must be provided to gallery staff upon collection of your work. Due to lack of storage on site we cannot store your work temporarily, please do not request this. No exceptions can be made. Uncollected works will be disposed of.

10. We reserve the right to withdraw an artist's work if it goes against our constitution, our Equality, Diversity and Inclusion Policy, or if the artist has failed to adhere to our Terms and Conditions.

11. The Company will add commission of 35% + VAT (on the commission) to your sales amount. All work must be for sale, in whole pounds and the sales amount the artist receives must not exceed £500. Those artists who are registered for VAT are responsible for declaring VAT on their sales amount and maintaining their own records.

E.g. Sales amount to artist £100

The Company will add 35% commission + 20 % VAT on this.

The total sales price listed is therefore £142.

Artist receives £100 as agreed, company receives £35, VAT on commission is £7.

12. To be included in the exhibition please return your completed forms and images to us by the 4th November 2022 for all other works.

13. The copyright with all uploaded works to [shop.southwarkparkgalleries.org](http://shop.southwarkparkgalleries.org) will remain the property of the artist. However, it is a condition of entry that the artist grants the Company the right to reproduce any image of their work(s) to be used as promotion and

marketing for the exhibition.

14. The Company is committed to protecting your privacy and uses personal information collected through this entry for only for administration for the exhibition and sales in accordance with current UK data protection laws. The Company will not sell, rent or distribute your personal information to any third party. If you have received an email as part of the mailing list and no longer wish to be subscribed, there is an unsubscribe link that will automatically remove you or you can update your preferences.