

## **SURREY OPEN ART COMPETITION 2012 APPLICATION FORM**

Exhibition dates: Tuesday 3 April to Sunday 13 May 2012

Private View: Tuesday 3 April 2012, 6.30pm – 8.00pm

Please read the following conditions and procedures of entry. Fill in the application form and return it to The Lightbox in person along with the entry fee and your artwork. Applications must be presented in person at The Lightbox, Chobham Road, Woking, Surrey, GU21 4AA and not posted. We will not accept applications in the post. A receipt will be issued by The Lightbox.

**Eligibility:** The competition is open to residents of Surrey as well as those who work or study in the county. You must show proof of your address, place of work or study when submitting your application (recent utility bill, council tax, college/university documentation etc). The competition is open to persons aged 16 years and over (if under 18, permission from a parent or guardian is needed).

**Entry Fee:** There is an entry fee of £12.00 per artist. This fee will not be reimbursed should an artwork **not** be selected for exhibition. Fees must be paid when submitting the application form by cash or credit or debit card.

### **Important Dates:**

- The final application and submission deadline is Sunday 25 March 2012.
- The handing in days are Friday 23, Saturday 24 and Sunday 25 March 2012 (The Lightbox opens at 11am on a Sunday).
- The collection days for work **not selected** for display will be Friday 13 April and Saturday 14 April 2012.
- The collection days for work **selected** for display will be Friday 18 and Saturday 19 May 2012. The building opens at 10.30am and closes at 5.00pm.
- Artists will be notified of the selectors' decision by Monday 2 April 2012 **if their application has been successful.**

Due to the high number of applications we will not be able to respond to those who have been unsuccessful. We will be unable to respond to applicants or give individual feedback. If you have not heard from us on or after Monday 2 April please assume that you have not been successful on this occasion.

**Selection:** The exhibition aims to show the diverse range of artwork that is being produced in the Surrey region. Artists are encouraged to submit work that reflects their current practice.

There is no theme to this Surrey Open. The selection panel will be particularly looking for works that have a contemporary feel, which reflect contemporary themes and concerns, but this does not exclude works that are produced using traditional themes and methods.

**The Panel:** Artworks for the exhibition will be selected by a panel of independent judges. The judges will be confirmed at a later date.

**Works for Sale:** Should you wish to have your work offered for sale during the exhibition, a commission of 25% will be levied on work and should be included in the sale price.

**Prizes:** At the start of the exhibition the judging panel will award the Judges Prize of £500. The winner will be announced at the Private View and on the website.

During the exhibition, visitors will be given the opportunity to vote for their favourite exhibit, and the winning artist will be awarded The People's Prize of £250. The winner will be telephoned on Tuesday 15 May 2012 and their name announced on the website.

Chris Ingram, owner of The Ingram Collection at The Lightbox will judge the sculpture applications and award The Ingram Sculpture Prize of £250. The winner will be announced at the Private View and on the website.

### **Entry conditions and procedures:**

1. Only one artwork per artist.
2. Two dimensional artwork, ceramics and sculptures can be submitted including drawing, painting, printmaking, photography (traditional techniques and computer generated), collage, assemblage or textiles, film/digital video. No performance-based or large-scale installation work will be accepted.
3. Artwork must be an original work produced by the person submitting it.
4. Artwork must be no larger than 150cm width by 150cm height. There is no minimum size restriction.
5. All 2D artworks must be mirror plated so that they can be secured to the wall. Please see the mirror plate diagram on **page 5** for further information. **MIRROR PLATES MUST BE ATTACHED to the frame. Clip frames are not acceptable (i.e. glass and hardboard frames with metal clips).**
6. Artists must write their name and contact telephone number (in block capitals) on the reverse of their artwork or in the case of three dimensional works please write the information on a label, securely attached to the artwork.
7. Sculptures and ceramics can be no higher than 100cm x 100cm x 100cm or weigh more than 30kg. Please provide fixings to secure sculpture into plinths if on open display.
8. Selected artworks must remain in The Lightbox until the close of the Open Exhibition.
9. Any artwork that is considered unstable or unsafe will not be selected in accordance with The Lightbox's health and safety regulations.
10. The decision of the selection panel is final and binding.
11. Each artwork should be marked TOP on the back.
12. Two labels for your artwork will be issued as receipt when you hand in your artwork. Staff of The Lightbox will label your artwork on submission.
13. It is the responsibility of artists to ensure that their artworks are submitted and collected within the time specified, as listed in the timetable on page 7.

Submissions will not be accepted outside of the specified times. **There will be a storage charge of £2 per day for artworks collected after the specified dates and after 5 weeks any artworks not collected will be disposed of.**

14. The Lightbox takes no responsibility for processing inaccurately or incorrectly completed entry forms.

15. The artist retains their copyright but in entering the competition the artist agrees that an image of their artwork may be used for press, publicity and marketing purposes in connection with the Open Exhibition.

16. Every care will be taken to ensure the safety and security of all artworks whilst in the possession of The Lightbox. The Lightbox, its staff and agents will not be responsible for any loss or damage. The Lightbox will not insure any artworks submitted to this exhibition.

17. The competition is not open to members of The Lightbox staff or their immediate families/partners.

18. Artists will be notified of the selectors' decision by Monday 2 April 2012 **if their application has been successful.** Due to the high number of applications we will not be able to respond to those who have been unsuccessful. We will be unable to respond to applicants or give individual feedback. If you have not heard from us on or after Monday 2 April please assume that you have not been successful on this occasion.

19. All successful artists will be invited to the Private View Reception.

20. The competition is open to persons aged 16 years and over (if under 18, permission from a parent or guardian is needed).

## **Timetable**

### Submission and application handing in days

10.30am – 5pm Friday 23 March 2012  
10.30am – 5pm Saturday 24 March 2012  
11.00am – 5pm Sunday 25 March 2012

### Submission and application deadline

5pm on Sunday 25 March 2012

### Selection

Week commencing Monday 26 March 2012

### Notification of selectors' decision – **unsuccessful applicants will not be notified.**

By Monday 2 April 2012

### Collection of non-selected artworks – **remember to bring your receipt.**

10.30am – 5pm Friday 13 April 2012  
10.30am – 5pm Saturday 14 April 2012

### Private View

Tuesday 3 April 2012, 6.30pm – 8.00pm

### Exhibition opens to the public

10.30am Tuesday 3 April 2012

### Exhibition closes to the public

5pm Sunday 13 May 2012

### Collection of work on display – **remember to bring your receipt.**

10.30am – 5pm Friday 18 May 2012  
10.30am – 5pm Saturday 19 May 2012

## Directions

### BY CAR

#### From the M25 and A320 from the North

Exit at Junction 11 and follow the A320 signposted to Woking. Continue along the A320 until you reach the large roundabout on the outskirts of the town. Continue on the A320 signposted to Guildford. This road is now a dual carriageway. After about 200m, either exit on the slip road to the left just before the Holiday Inn. The slip road goes past the Holiday Inn and into the 'Victoria Way' multi-storey car park. Or continue past this slip road, over the traffic lights and pedestrian crossing with The Lightbox on your right, and take the next left into The Peacocks Centre 'Shoppers' multi-storey car park.

#### From A3 North

Leave the A3 at the Cobham Painshill exit, signposted for the A245. Follow the A245 towards Woking for approximately 4 miles, through West Byfleet, to the Six Crossroads Roundabout. Take the A320 towards Woking (2nd exit). At the next roundabout on the edge of the town take the 2nd exit (A320 to Guildford). You are now on a 40 mph dual carriage way. After about 200m, either exit on the slip road to the left just before the Holiday Inn. The slip road goes past the Holiday Inn and into the 'Victoria Way' multi-storey car park. Or continue past this slip road, over the traffic lights and pedestrian crossing with The Lightbox on your right, and take the next left into The Peacocks Centre 'Shoppers' multi-storey car park.

#### From A3 South

Exit at Guildford following the A320 signposted to Woking. Continue on this road through Woking town centre, where the A320 becomes a dual carriage way, passing Toys R Us on your right. Either turn right at the traffic lights into the The Peacocks Centre 'Shoppers' multi-storey car parks Or continue along the dual carriage way and, at the roundabout, double back and follow the A320 in the opposite direction (now signposted to Guildford). After about 200m, either exit on the slip road to the left just before the Holiday Inn. The slip road goes past the Holiday Inn and into the 'Victoria Way' multi-storey car park. Or continue past this slip road, over the traffic lights and pedestrian crossing with The Lightbox on your right, and take the next left into The Peacocks Centre 'Shoppers' multi-storey car park.

#### From the M3

Exit the Motorway at Bagshot (Junction 3). At the roundabout, follow signposts to Woking on the A322. After a mile and a half, at the next roundabout, take the first exit onto the Bagshot Road (A319). When you reach the mini-roundabout in Chobham after about two miles, turn right onto the High Street and, at the next mini-roundabout, turn left onto Station Road (A3046). At the next roundabout, continue on the A3046 by taking the first exit onto Chobham Road. Go straight over another mini-roundabout and then one further roundabout. At the traffic lights move into the right hand lane. Go right, onto the dual carriage way (A320), and then take the first left into the The Peacock's Centre 'Shoppers' car park.

## PARKING

### By foot from the 'Victoria Way' Car Park

Walk out the front entrance of the car park onto Victoria Way, A320 dual carriageway. (Please note that access at this end of the car park is by stair only, there is a lift situated at the opposite end of the car park). Turn left and walk up Victoria way. You will be able to see The Lightbox on the right hand side of the road in front of you. Cross at the traffic lights and the entrance to The Lightbox is situated on the corner of Victoria way/Chobham road about 200m from the car park. When you enter the building, the main reception desk is straight along the corridor. If you need to use the lift to exit the car park, come out of the lifts on the ground floor and turn right. Keep walking straight on, passing BHS on your left, until you come to the town square. Turn right and follow the pedestrian path between the library and Barclays bank, signposted theatres and cinema. Cross at the traffic lights. The Lightbox garden and main entrance will be on your right.

## Map

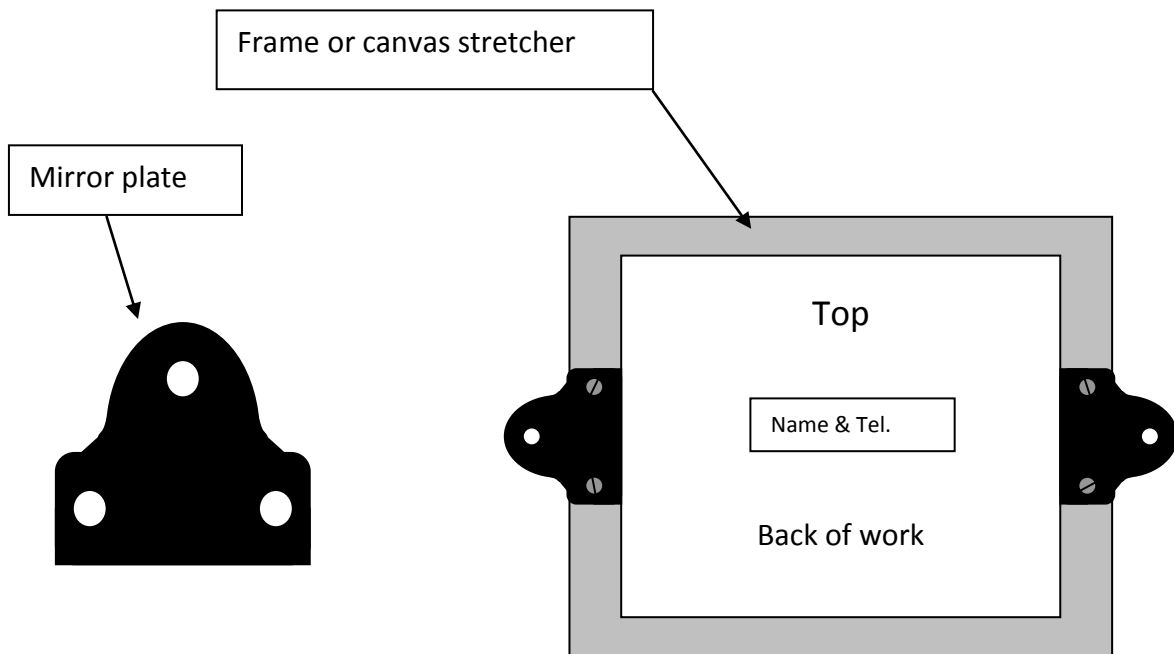


### Submission checklist

- Completed application form including artist's statement
- £12.00** submission fee, cheques made payable to: The Lightbox
- 2D art work is clearly marked TOP on reverse
- Proof of address, residence, place of work or study
- Sculpture & ceramics fixings included if on open display
- Name & telephone number placed on artwork (sticker/label)
- HAVE YOU ATTACHED FIXINGS TO YOUR 2D WORK?**

### Mirror plates

Mirror plates are the most secure way to hang two-dimensional art. They are available at art shops, DIY stores and most hardware stores. We will require the mirror plates to be attached with screws to the artwork and mounted at exactly halfway on the frame as shown below.



**APPLICATION FORM – TO BE RECEIVED BY THE LIGHTBOX BY 25 MARCH**  
**PLEASE USE BLOCK CAPITALS**

**NAME:**

**ADDRESS:**

**TELEPHONE NUMBERS (MOBILE/LANDLINE):**

**EMAIL:**

**TITLE OF WORK:**

**MEDIUM:**

**SIZE (CM):**

**SALE PRICE (INCLUDING 25% LIGHTBOX COMMISSION):**

**ARTIST'S STATEMENT 75 WORDS MAX:**

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**I agree and understand The Lightbox entry conditions and procedures.**

**Signed.....Date.....**

**If under 18, you must have permission from a parent or guardian to enter.**

**Parent/Guardian signature.....Date.....**

**Please return in person by 5pm, Sunday 25 March 2012 to The Lightbox, Chobham Road, Woking, GU21 4AA.**