



## 135th PAISLEY ART INSTITUTE ANNUAL EXHIBITION at the Glasgow Art Club

### INFORMATION PACK

This year we will be in the prestigious Glasgow Art Club, 185 Bath Street, Glasgow, G2 4HU. The exhibition will be open to the public from Tuesday **16<sup>th</sup> April to Saturday 8<sup>th</sup> June 2024**. Further details on hand-in and collection times are below.

This will be an open exhibition presenting approximately 400 works.  
Work should be original. NO copies!

#### **WALL-BASED WORK**

The maximum height or width of wall-based work should be 5½ feet. **Because this venue is not as large as our historic home, some larger works may not be hung.**

Work should be suitably presented for the exhibition, no clip or metal frames. All works framed or unframed should be strong enough to hang.

#### **Small works: 3d and 2d.**

Only small works under 16x16 inches (total size framed or unframed) must be strung but please cover rings to avoid damaging other works.

#### **3D WORK**

The Glasgow Art Club is restricted from displaying free-standing sculpture as the venue is also used for corporate dinners and entertainment. Works in most cases will be displayed against the walls.

**Sculptural work should be of a scale that will not create a health and safety issue when displayed on a plinth.**

We do have a few plinths but if sculptors can supply their own plinth this would be to their advantage.

Plinths supplied by entrants will not be used with other work without the permission of the entrant.

#### **LABELS AND FORMS**

**Should be completed online :**

**Important.**

Submission information is required **no later than noon on the 21st of March 2024.**  
We are using smart on-line forms for submission.

Please use these links for your submission form –

**MEMBERS ENTRY** - <https://forms.gle/M3XULtXa1f99Hdib6>

**OPEN ENTRY** - <https://forms.gle/mGKoDtwSuuF1ir8>

and simply type in your information and send back. You will receive a confirmation email which is your label to print and attach to your work.

If last minute, and searching for your label in emails, search from, 'Google forms'.

All labels should be completed and attached securely using string to the back of the work so that the label can hang down in front. This should be repeated for each artwork. **For additional security and identification, please ensure that the title, plus your name and contact details are written on the back of the work.**

### **COURIER DELIVERY**

You can organise a personal uplift, delivery and return by contacting one of the couriers below. As this is a private arrangement you will have to pay direct the courier their quote.

Or you can take advantage of our collection points in Paisley and Edinburgh. A one-off payment of **£30 Paisley and £40 Edinburgh**, this includes return of work. Please notify [membership@paisleyartinstitute.org](mailto:membership@paisleyartinstitute.org) of your interest.

#### **Paisley Collection Point:**

**Oakshaw Trinity Church, Oakshaw St East, Paisley, PA1 2DD**

**Pick up: Monday 25th March 2024, 10am until 10.45am.**

Please keep an eye on our website for updates. This time may change subject to demand.

**Beware of using Google Maps it will direct you to the Church's Administration address, ignore and go to the church carpark at the top of Oakshaw Hill.**

**Edinburgh Collection Point: Monday 25th March 2024, 1.30pm-2.00pm  
Gallery of modern art 2, 73 Belford road, EH4 3DS**

Please keep an eye on our website for updates. This time may change subject to demand.

Please notify the Paisley Art Institute Secretary, in advance, if you wish to use the collection point service. You are responsible for getting your work to and from the collection point. If there is not enough demand for a collection point, we may have to cancel this service.

We would request that work is not sent in by standard post.

We include here a list of potential couriers for your artwork. Artists should contact couriers directly.

### **COURIERS**

If not using the collection point service, artists should contact couriers directly for personal arrangements. Below is a list of Couriers our members have used in the past.

ABC Couriers, Paul Tait: Tel 07967 119298,  
Aardvark Art Services: Tel 01253 794673,  
Vangogo2 - Stuart Horsburgh, Tel 07867501778,  
Paul Gilzean: Tel 07802 467649,

[abc123glasgow@gmail.com](mailto:abc123glasgow@gmail.com)  
[info@aardvarkartservices.com](mailto:info@aardvarkartservices.com)  
[vangogo2@gmail.com](mailto:vangogo2@gmail.com)  
[pggilzean@btinternet.com](mailto:pggilzean@btinternet.com)

**SUBMISSION AND PAYMENT**

Artist Members: membership payments must be up to date prior to submitting work. Please contact the membership secretary: [membership@paisleyartinstitute.com](mailto:membership@paisleyartinstitute.com)

<b>Artist Members 3D and 2D</b>	<p>A one off <b>£30 fee</b> to submit a maximum of 4 artworks, 2 of which must not larger than (max 16"x16").</p> <p>Members can pay by cheque or cash on hand in but are encouraged to pay in advance by bank transfer.</p> <p><b>To, Paisley Art Institute,-- acc No. 00701385 --- sort code 80-07-74</b></p>
<b>Open Entrants)</b>	<p>3D and 2D works – Can submit 2 works only, 1 work restricted to 16x16 inch. <b>Submission fee £20 per work.</b></p> <p>Entrants can pay by cheque or cash on hand in but are encouraged to pay in advance by bank transfer.</p> <p><b>To, Paisley Art Institute, -- acc No. 00701385 --- sort code 80-07-74</b></p> <p><b>Please note this is a submission fee not a hanging fee.</b></p> <p><b>Note, both members and open entrants are subject to physical selection.</b></p>
<p>Cash or cheque to be made payable to “<b>Paisley Art Institute</b>” and brought with you at time of submission. <b>Please note submission fees are non-refundable.</b></p>	

**HAND IN**

Hand-in of work, whether by courier or in person, will be via the main doors of the Glasgow Art Club, 185 Bath Street, Glasgow, G2 4HU.

Parking is difficult in this area and parking attendants are enthusiastic. We would recommend not attempting to park in restricted areas during delivery.

Work can only be handed in on the following dates.

<b>Courier uplift</b>	<b>From Paisley</b>	<b>From Edinburgh</b>
Monday 25th March 2024	10.00 am – 10.45am	1.30pm – 2.00 pm
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<b>All other Hand-In's</b>	<b>3D &amp; 2D Delivery Times</b>	
Saturday 23rd March 2024	3.00 pm --- 8.30pm	
Monday 25 <sup>th</sup> March 2024	11.30 am – 8.30 pm	
Tuesday 26 <sup>th</sup> March 2024	11.30 am – 8.30 pm	

ARTISTS SUBMITTING HEAVY OR LARGE ARTWORKS SHOULD ENSURE THAT THEY BRING APPROPRIATE HELP WITH THEM.

**UNSELECTED WORK**

Artists will be notified of unselected works by **Saturday 6<sup>th</sup> April** via the Paisley Art Institute Website: [www.paisleyartinstitute.org](http://www.paisleyartinstitute.org)

The Committee will not enter correspondence about hanging decisions.

There is no possibility of storage of unselected works beyond the dates below. Unselected work must be collected from Glasgow Art Club on **Thursday 11<sup>th</sup> April between 11.30 am and 8.30pm.**

**SALES AND COMMISSION**

Artists will be notified of work sold and a commission of **40%** will be charged on their work.

**Last day of exhibition Saturday 8<sup>th</sup> June 2024.**

**HANDBACK - End of Exhibition.**

There is no possibility of storage of works out with the exhibition. Work must be uplifted on the following days.

<b><u>Removal dates</u></b>	<b><u>All works</u></b>	
*		
Wednesday 12 <sup>th</sup> June 2024	11.30 am – 8.30 pm	
Thursday 13 <sup>th</sup> June 2024	11.30 am – 8.30 pm	
*		

**Glasgow Art Club**

Those artists using the PAI Couriers will be notified separately. **Timings will be worked out according to demand.**

**LOSS OR DAMAGE**

While the Institute makes every effort to provide the greatest possible care of all works, it will not be responsible for any loss, damage or injury arising from any cause whatsoever.

**Artists are advised to arrange their own insurance.**

<b>Paisley Art Institute - PAI Artist Member Entrant</b>		<b>Part B</b> for Cataloguing
Name: (block letters)		Medium:
Address: (block letters)		Gross Price: Inc. VAT
Tel No:	e-mail:	Carrier:
Title of Work: (please print clearly)		Catalogue Number :

Please tick if photography is Permitted?	<input type="checkbox"/>	Data Act Permission:	Total number of works submitted  for cataloguing purposes please enter amount
Please tick if VAT registered VAT REG No:	<input type="checkbox"/>	Yes / No	
Artist's Signature accepting Conditions of Exhibition:			

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Please tick if VAT registered VAT REG No:	<input type="checkbox"/>	Yes / No	
Artist's Signature accepting Conditions of Exhibition:			

<b>Paisley Art Institute - PAI Open Entrant</b>		<b>Part B</b> for Cataloguing
Name: (block letters)		Medium:
Address: (block letters)		Gross Price: Inc. VAT
Tel No:	e-mail:	Carrier:
Title of Work: (please print clearly)		Catalogue Number :

Please tick if photography is Permitted?	<input type="checkbox"/>	Data Act Permission:	Total number of works submitted  for cataloguing purposes please enter amount
Please tick if VAT registered VAT REG No:	<input type="checkbox"/>	Yes / No	
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