

OPEN EXHIBITION 2023 - TERMS AND CONDITIONS OF ENTRY

We are delighted that again this year the IEA's Annual Open Exhibition will be administered and presented for us by The Gallery in Lees Yard, Holt.

The following terms have been negotiated so that this operation can proceed smoothly, while imposing as light as possible a burden on the time and resources of both the IEA and The Gallery staff.

The following terms and conditions will apply. Please read them carefully. By submitting to this exhibition, you will be deemed to have understood, and agreed to be bound by, these terms and conditions.

1. Anyone who lives in the region of East Anglia may submit work for the exhibition. That region includes the postcode areas PE, NR, IP, CB, SG, CM, CO and SS only. [Area Map](#)
[Web Link](#)
2. Submissions must be sent in the form of digital images to The Gallery. [Submission Web Link \(Available from 1 March 2023\)](#)
3. A non-refundable fee of £10 will be charged for each work submitted.
4. The Gallery will acknowledge safe receipt of their entries to each artist, and will send her/him a registration number for each submitted work – which the artists must keep a note of (*see Provisional Selection (12) below*).
5. Every artist may submit up to six pieces of two-dimensional artwork, including drawings, paintings, paper-based collages, etchings, linocuts, woodcuts or engravings. **Excluded** are needlework items, any form of sculpture or casting, photographic or digital prints.
6. All works must be framed, other than box canvases with painted edges. All frames must be strong enough to allow for screw fittings to be attached by The Gallery.
7. No single work of art shall exceed 160 cm tall x 190cm wide (63" x 75"), including the frame.
8. Each work must have a label on the back stating the artist's name, email address and telephone number, together with the title of work, its medium and on-the-wall price.
9. No work copied from other artists can be accepted.
10. All work must be available for sale. It will be assumed that the stated price shall include the cost of the frame and commission. A commission of 40% for non-IEA members and of 35% for members will be deducted from the proceeds of sale.

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11. Artists are responsible for insuring their work. Neither The Gallery nor the IEA can accept responsibility for any loss, however caused.
12. Please note that the **Provisional Selection** of works for inclusion in the exhibition will take place on **Wednesday 19 April**. After that selection has taken place, the IEA will publish on its website the registration numbers of those works which have passed provisional selection. **If the number of your work does not appear in this list, then, sadly, your work has not been provisionally selected this time.** [Open Exhibition Web Link](#)
13. If the number of your work **appears in the list**, then that work must be delivered to The Gallery on the date given below. All works provisionally selected will be considered for inclusion in the exhibition at the hanging stage, subject only to questions of space and the need to present the best possible show. Any works which have been provisionally selected but can't be fitted into the exhibition will be retained by The Gallery to show interested parties and to replace works sold and removed. **All selection decisions must be regarded as final.**
14. Artists should be aware of the IEA's Data Privacy Notice and by submitting their entries will be deemed to agree that any personal information or images they send will be held by the IEA in accordance with the terms of that notice. [Data Privacy Notice Web Link](#)
15. All artists will be expected to be aware of, and agree to comply with, the following critical dates:

The Gallery link for the **submission of entries will open on Wednesday 1 March.**

Entries will close on Sunday 16 April. No works submitted after that date will be considered.

The **Provisional Selection** of submissions will take place **on Wednesday 19 April.**

Successful artists only will be notified **by Friday 21 April**, by a listing on the IEA website, which of their works has been provisionally selected.

Provisionally selected works must be delivered to The Gallery **between Monday 8 May and Saturday 13 May inclusive, between 11am and 3pm**

The exhibition will **open on Saturday 20 May** and **close on Tuesday 30 May.**

Unsold works must be collected from The Gallery **between Monday 05 and Saturday 10 June (inclusive), between 11am and 3pm.**

NOTE: Works not collected within this period will be subjected to storage fees at The Gallery's standard terms. Therefore, to avoid any additional costs please collect or arrange for a collection between the above dates. No exceptions will be made.

We look forward to receiving your submissions.