

RSA OPEN EXHIBITION

REGULATIONS (Art) NON-MEMBERS 2014

Online Registration deadline	Sunday 19 October @ 5pm
Pre-Selection announced	Monday 27 October
Hand-in of works	Friday 14 & Saturday 15 November, 10-4.30
Final selection announced	Wednesday 19 November
Collect unselected works	Saturday 22 & Sunday 23 November, 10-4.30
Opening reception	Friday 28 November
Exhibition closes	Tuesday 20 January 2015
Collect unsold work	Friday 23 & Saturday 24 January 2015

NUMBER OF WORKS

Artists may submit **TWO** works no larger than 80 cm in any one direction (outer frame size) in any medium. All works submitted for exhibition are considered by the Council and Committee of Arrangements of the Royal Scottish Academy whose decision to accept or reject is final. No reproductions of any kind and no works that have already been exhibited at the RSA can be received without the express sanction of the Council. Applied art will not be accepted. No work made from ivory or in any way involving the use of ivory will be accepted.

PLEASE NOTE - NEW SUBMISSION PROCEDURES

This year the RSA is trialling a new online digital submission process (details available on our website). This process is used by many arts organisations and will hopefully make it much easier for artists to submit work to the exhibition, and greatly reduce the number of artists having to transport work to the galleries.

ONLINE REGISTRATION

All artists will need to register and complete the online application process at www.regroyalscottishacademy.org. Applications must be completed before SUNDAY 19 OCTOBER 2014 @ 5PM. After this date, you will not be able to make changes to your online submission and new entries will not be allowed.

You can submit ONE image per work. Please ensure that you include good quality images that will do justice to your work and that adhere to the specifications noted on the website. We recommend JPG files of about 800 pixels wide and 1MB in size.

A Registration and Handling Fee (inclusive of VAT) is required for each work: Students £6 per work / Artists £10 per work or £18 for two works. Payment can be made online with a Paypal Account or by credit/debit card. Submissions will not be accepted without payment and refunds will not be offered for works not selected or handed in.

PRE-SELECTION

A number of works will be pre-selected online by the RSA Hanging and Selection Committee in advance of the hand in day. Artists will be able to log into their online account and view which works have been selected for the exhibition after Monday 27 October 2014 - please remember your log in details! Pre-Selected artists are then invited to deliver their works to the RSA. Artists are not allowed to hand in different or substitute works to those that have been pre-selected.

There will be a final selection of works in the gallery after hand-in. Artists will be sent an email notification after Wednesday 19 November 2014 to confirm whether or not their work is in the exhibition. If your work is not selected for the exhibition, please make sure you are able to arrange for the uplift of your works on Saturday 22 & Sunday 23 November, 10-4.30pm.

HAND-IN DAYS

Pre-selected work: Friday 14 & Saturday 15 November 2014, 10am - 4.30pm

Pre-selected works must be delivered to the South Door of the Royal Scottish Academy, Edinburgh (facing the Scottish National Gallery on the Mound) without packing cases. An area will be provided for you to remove any packing which must be removed from the Academy. Work will not be received outwith the stated hours.

Labels: Labels will be posted to pre-selected artists and will also be available at the RSA on Hand-in day.

Every work submitted must be accompanied by an RSA Label. Labels must be SECURELY attached to each work with string which is gaffer taped or stapled to the back/frame. Each label is in three sections, A, B and ARTIST RECEIPT, all of which must be clearly completed in BLOCK CAPITALS. A permanent label or other identification must also be affixed to the back of each work and, if possible, to each piece of sculpture, giving the artist's name, title of work and price. Failure to comply with these requirements in full can lead to rejection of the work.

COLLECTION OF WORK

Pre-selected work not hung in the exhibition: Saturday 22 & Sunday 23 November, 10-4.30pm.

Unsold work after the exhibition closes: Friday 23 & Saturday 24 January 2015, 10-4.30pm.

No work, once placed, can be removed until the close of the Exhibition without a special order from the Council. The artist must have their work uplifted on the dates given. Any works left with the RSA after this date will incur a storage fee of £5 per day. If the work has not been collected by 1 February 2015, the fee will be rescinded and the work will become property of the RSA and may subsequently be disposed of. By completing the online registration process, the artist accepts this condition as a binding agreement whereby ownership of the uncollected works is relinquished by him/her and transferred absolutely to the RSA.

FRAMING AND GLAZING

Framed and unframed work will be accepted. Frames must have no hanging mechanisms attached. All works will be mirror plated by the RSA hanging team. Unusual works must have instructions for hanging and any specialist fittings that their weight or particular materials require. Work in inadequate or unusual frames, or of unusual shapes, may be rejected. Please note that clip frames will not be accepted.

PRINTS

Original prints are encouraged; however reproductions of existing artworks in other media will not be accepted. If further works from an edition are available, please note the framed and unframed prices and number available on your application.

SCULPTURE

Plinths/shelves for sculptures/AV equipment must be supplied with the work on the receiving days or the work will be rejected. Plinths must be stable and the appropriate size for the work. The RSA reserves the right to paint plinths unless expressly prohibited by the artists. Works whose stability, materials or method of construction could present a hazard to the viewing public may be rejected on these grounds. Pieces having moving parts or utilising electrical/mechanical elements must comply with health and safety regulations. A composite work must be accompanied by clear instructions for assembly.

ELECTRONIC MEDIA

For the purpose of selection, artists working in film or digital media must submit a link to vimeo/you tube or another accessible website to their film or sound work. Selected artists must supply all electronic A/V equipment (and plinths if necessary) with set up instructions for the exhibition unless otherwise stated by the RSA. All equipment must be PAT tested.

SALE OF WORK

All works must be for sale. All sales made from the exhibition are subject to 40% commission + VAT (charged on the amount of commission only). The price of work shown on the Entry Form and Labels is the total price payable by the purchaser. Artists registered for VAT must enter their VAT number on the Entry Form. Where editions of work (sculptural casts, prints, etc.) are available for sale, artists are asked to enter the appropriate information (number in edition, number available for sale and framed or unframed).

Any private sale of the work (including editions) must immediately be intimated to the Sales Agent, otherwise a sale made through the RSA shall have precedence. No editions of works should be sent by the artist to a purchaser until the RSA has confirmed that the price has been paid in full. In addition, any private sale made outwith, but as a direct result of, the exhibition should also be acknowledged, whereupon the relevant commission will be charged.

Print Editions: If there are further works from an edition available, please note the framed and unframed prices and number available on your Entry Form. The artist will have to arrange for the framing and delivery of any additional framed prints sold (the RSA will not charge commission on the framing premium).

COPYRIGHT

Under the Copyright, Designs and Patents Act 1988 it is the general rule that in the absence of any agreement to the contrary, copyright of a work of art belongs to the artist or his/her heirs and assigns. By submitting work, unless contacted by the artist in writing to say otherwise, the artist grants the RSA permission to photograph and/or film the submitted works for press and marketing purposes, including the right to free reproduction for any catalogue, poster, website or other non-commercial promotional material in connection with the exhibition.

CARE OF WORKS

While all reasonable care is taken at all times, works are submitted at the artist's risk. The RSA shall not be responsible for any loss or damage however caused, either during or awaiting transit to and from the exhibition or during any period of storage, installation, packing or unpacking or period in which the work may be in the care of the RSA. Artists are advised to arrange proper and adequate insurance cover against these risks.

By completing the online registration process for the RSA Open Exhibition, you acknowledge that you have read, understood and accept the terms & conditions laid out in these regulations.