

RSA ANNUAL EXHIBITION

OPEN ARCHITECTURE 2019



NON-MEMBERS REGULATIONS

Online Registration deadline	Friday 6 September @ 5pm
Pre-Selection announced	Monday 23 September, from 11am
Hand-in of works	Saturday 19 & Sunday 20 October, 10am – 4.30pm
Final selection announced	Wednesday 23 October, from midday
Collect unselected works	Saturday 26 & Sunday 27 October, 10am - 4.30pm
Opening Reception	Evening of Friday 1 November (invite only)
Exhibition open to public	Saturday 2 November – Wednesday 11 December
Collect unsold work	Friday 13 & Saturday 14 Dec, 10am – 4.30pm

DETAILS

Architects may submit up to TWO works of any size. Work may be submitted in any suitable medium, including drawings, photography, models, video work etc.

2D work/drawings/photography: Drawings may be preliminary sketches, or other details which illuminate the development of the project. Submissions in the form of photographs should be associated with explanatory drawings of the scheme (not necessarily on the same panel). Should a scheme be illustrated on more than one panel it can be recorded as a single submission provided it appears as a coherent work. Any titles or descriptive panels on works should be discreet. The name of the Architect/Company responsible should appear on the face of the work. All 2D works must be framed. Any framing and any glazing must comply with the regulations. Clip frames are not accepted.

3D work/models: The submission of models is encouraged. Plinths/shelves/display cases **MUST** be supplied by the architect and brought along with the pre-selected work on the hand-in days. The preferred base height for plinths is 110cm and all plinths must be painted white in colour. We recommend that models are covered by a glass/Perspex.

Covers: The RSA recommends that models are encased in glass/Perspex. Models can be submitted uncovered, however this is done so at the Architects own risk.

3D Animations/video work: All AV equipment must be supplied by the architect and be PAT tested.

All works submitted for the exhibition are considered by the RSA Council and Committee of Arrangements whose decision to accept or reject is final. Feedback cannot be provided on individual submissions and the panel will not enter into discussions nor make any exceptions on the final selection.

No works that have already been exhibited at the RSA, or any other exhibition in the RSA building, can be submitted

ONLINE REGISTRATION

Architects must register and submit their work online at www.royalscottishacademy.oess1.uk

Applications must be completed before the deadline. You will not be able to make changes to your online submission and new entries will not be allowed after this date. **Please remember your log in details!**

ONE image per work is required, however you can submit up to four images showing different angles if it is necessary for your 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 1600 pixels wide and 2MB in size. Video entries should be first published via your own personal YouTube or Vimeo account, during the application process you will be able to upload stills and provide a URL link to the video on YouTube or Vimeo.

An **Entry Fee** (inclusive of VAT) is required for each work: **Architects £25 per work / Students £10 per work**

Payment is made online during the application process by debit or credit card. Submissions will not be accepted without payment and refunds will not be offered for works not selected or handed in, or applications not completed.

In line with other exhibiting societies please note there is also a **£10 hanging fee** for each work hung in the exhibition to be paid in cash on the Hand In days. **Any works not included in the final selection will be refunded this hanging fee.**

SELECTION & HAND IN

Pre-selection results: Monday 23 September 2019

Architects must log back into their account on the submission site from 11am on Mon 23 September to find out if submitted works have been pre-selected for the exhibition.

Hand in for pre-selected work: Saturday 19 & Sunday 20 October, 10am – 4.30pm

Pre-selected works must be delivered to the rear door of the Royal Scottish Academy, Edinburgh (facing the Scottish National Gallery on the Mound). Architects may not hand in different or substitute works to those that have been pre-selected. Works must be unwrapped before handing to RSA staff and all packing must be removed from the gallery. Work will not be received out with the stated hours.

Final selection notification: Wednesday 23 October, from midday

Architects must log into their account for final confirmation. If your work has **not** been selected for the exhibition you must collect, or arrange uplift, your work on **Saturday 26 & Sunday 27 October, 10am-5pm**.

If your work has been selected you will shortly receive a plus 1 invite to the Opening Reception on the evening of Friday 1 November.

Labels

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

Each work handed in must be accompanied by an RSA Label. Labels must be **SECURELY** attached to each work with string which is taped or stapled to the back of the work. For models or unusually shaped works please affix the label in the most convenient way possible.

Each label is in three sections - A, B and ARTIST RECEIPT - all of which must be clearly completed in full 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 architect'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 26 & Sunday 27 October, 10am-5pm

Unsold work after the exhibition closes: Friday 13 & Saturday 14 Dec, 10am – 4.30pm

We do not have any storage at the RSA and therefore artists must uplift their works on the dates given.

Any works not collected will incur a storage fee to be paid by the architect. After 2 weeks the work will become property of the RSA and may subsequently be disposed of. No work, once placed, can be removed until the close of the exhibition without a special order from the Council. By completing the online registration process, the architect 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 ly shaped/framed works must have instructions for hanging and any specialist fittings that their weight or particular materials require. Work in inadequate or unstable frames may be rejected on these grounds. **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 the application.

SCULPTURE/MODELS

Plinths/shelves for models **must be supplied with the work on the hand in 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. Works with moving parts or utilising electrical/mechanical elements must comply with health and safety regulations and be PAT tested. 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, YouTube, or other suitable website during the submission process for the selection panel to view their work online.

Pre-selected architects **must supply all electronic AV equipment** (and plinths/shelves if necessary) with set up instructions for the exhibition unless otherwise stated by the RSA. All equipment must be PAT tested.

SALE OF WORK

Works may 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 online submission form and Labels is the total price payable by the purchaser. Architects registered for VAT must enter their VAT number on the online submission 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 out with, 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 online submission form. The architect 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

If a work is lost, damaged or destroyed during the exhibition period, the Gallery shall notify the Architect immediately and shall be liable to pay the Architect the agreed selling price less the agreed commission. Works shall be insured whilst at the Gallery premises only. No insurance cover will be given to works while in transit to or from the Gallery or after the stated collection dates.

Fragile works must be appropriately labelled and unframed mounted prints/photography must come with corner protectors. Unframed 2D works and works of a temporary or ephemeral nature will remain at the risk of the architect and will not be covered by insurance. Works will be assessed for condition on delivery to the galleries.

By completing the online registration process for the RSA Annual Exhibition - Open Architecture 2019, you acknowledge that you have read, understood and accept the terms & conditions laid out in these regulations.