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Online Application deadline	Extended to Wednesday 10 February 2021, 5pm
Final selection announced	Monday 8 March 2021, from 10am
Exhibition open to public	Saturday 3 April - Sunday 9 May 2021 (Online only)

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### \*\*\*REGULATIONS UPDATE 03/02/2021\*\*\*

Due to the ongoing Government restrictions as a result of the COVID-19 pandemic our Council have made the difficult decision that **this exhibition will be presented solely online**. As stated in the exhibition regulations, we reserve the right to make amendments to the exhibition this year in order to adhere to the latest Government advice and maintain the safety of our staff, exhibitors and visitors. Although this is not what we hope for will put our full energy and effort into making this online exhibition the most successful it can be!

In light of these changes we have **extend our deadline by one week to Wednesday 10 February at 5pm**. This will now be the final selection, not a pre-selection, meaning more works will be included than would have been in the physical show.

Selected architects will **no longer have to pay the £10 hanging fee and will not have to deliver work to the gallery, however if an artwork sells it will need to be delivered/sent to the RSA by the end of the exhibition**. These details will be arranged on an individual basis. **Selected architects will also be given the option to send additional images and bio/artwork details to enhance their online work.**

We have attempted to contact all applicants directly but the email may not have reached everyone.

If you wish to make changes to your application before the new deadline of 10 February you can do so by logging back into your account at <https://royalscottishacademy.oess1.uk/artistlogin.aspx> and clicking **Unconfirm Application** at the very bottom of the Application page.

If you have any queries or would like to discuss your entry further please do get in touch via [exhibitions@royalscottishacademy.org](mailto:exhibitions@royalscottishacademy.org). Please also note we are a small team working on a large programme from home and it may take a while to respond to all enquiries.

We thank you for your understanding at this very challenging time.

### 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.

**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](http://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.

The £10 hanging fee is no longer applicable as this will be an online only exhibition.

## SELECTION & HAND IN

**Selection results: Monday 8 March, from 10am**

Architects **must log back into their account** on the submission site from 10am on Monday 8 March to find out if submitted works have been selected for the exhibition. A notification email will not be sent out and it is the artist responsibility to log in and check on the day. Please note this is now the final selection and not a pre-selection phase so if your work is accepted it will be in the online exhibition.

**Selected works will no longer need to be delivered to the Royal Scottish Academy in Edinburgh as this is now an online only exhibiton.**

Selected architects will be emailed by the RSA shortly after selection is confirmed to give architects the opportunity to email/share further images of their selected work and bio/project details if they wish. This is not compulsory. We will automatically pull the images and details you have included in the submission site.

Please note, only selected works can be included, we will not accept alternative or replacement works.

The panel's selection is final and we cannot offer feedback on individual applications.

## DELIVERY & COLLECTION

Works are no longer required to be delivered to the RSA for the exhibition, however if your work sells you will be required to deliver it to the RSA for the buyer to collect. Arrangement for this will be made on an individual basis.

Works can be delivered in person, if travel restrictions allow, however this must be at a pre-arranged time to ensure an RSA staff member received it. Work can also be sent by courier or posted. Again the RSA must be made aware of delivery arrangements in advance.

It is the architects' responsibility to source a courier and make arrangements directly with them. Below is a list of couriers used by artists in previous years. Please note – the RSA is not affiliated with any couriers listed and it is at their discretion if they can assist. Many other couriers are available.

- Van GoGo2 (Stuart Horsburgh) - vangogo2@gmail.com (Edinburgh, Glasgow, the Borders)
- John Lawrence - johnlawrence48@icloud.com (Aberdeenshire, Dundee, Fife)
- McAdie and Reeve (Orkney)- www.mcadie-and-reeve.co.uk (Orkney)
- Irish Art Services - www.irishartservices.com - info@irishartservices.com, +353 63 849 51 (Ireland)
- Aardvark Art Services - www.aardvarkartservices.com - info@aardvarkartservices.com - 01253 794 673 (UK)
- Art Cargo - https://artcargo.co.uk - +44 (0)75 88 48 43 64 (UK)
- Picture Post - picture-post.webnode.com (UK)
- Central Link Couriers - www.central-linkcouriers.co.uk (UK, Europe)

It is the artists responsibility to organise and pay for all shipping, declare the artwork on an international postage customs declaration form and pay any customs costs your country may impose (if relevant); this also applies to the return shipping. The RSA will not be responsible for any damage sustained to work while in transit.

## FRAMING AND GLAZING

Framed and unframed work will be accepted. Clip frames will not be accepted.

If selected, the RSA team will be in touch to ask for further details about your framing and may ask for images to help potential buyers understand the work better. If your work remains unframed due to lack of access to a framer please make us aware of this and we can amend the pricing so it can be sold as an unframed work.

## 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 for sale on the online application form.

### 3D WORK/MODELS

**Plinths/shelves for 3D work/models are no longer required**, however if selected please make the RSA aware if the sale price includes any plinths/shelves included in your works image.

### ELECTRONIC MEDIA

For the purpose of selection, artists working in film or digital media should submit a link to Vimeo, YouTube, or other suitable website during the submission process for the selection panel to view their work online.

If selected, the RSA will use this link to embed the film work into our exhibition site, so you do not need to do anything further. Password protected films must be made public for this purpose.

### SALE OF WORK

All works should 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 and sales will be subject to **40% commission including VAT** in these cases.

Where editions of work (prints, sculptural casts, etc.) are available for sale, architects are asked to enter the appropriate information (framed and unframed prices, number in edition, number available for sale) on the 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).

Any private sale of the work (including editions) must immediately be intimated to the Gallery Manager, otherwise a sale made through the RSA shall have precedence. No editions of works should be sent by the architect 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.

### 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 architect or his/her heirs and assigns. By submitting work, unless contacted by the architect in writing to say otherwise, the architect 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 delivered to the RSA at an agreed period and is lost, damaged or destroyed, the RSA shall notify the Artist immediately and shall be liable to pay the Artist the agreed selling price less the agreed commission. Works shall be insured whilst at the RSA premises only. No insurance cover will be given to works while in transit to or from the RSA or after any agreed 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 artist and will not be covered by insurance. Works will be assessed for condition on delivery to the RSA.

**By completing the online registration process for the RSA Annual Exhibition - Open Architecture 2021, you acknowledge that you have read, understood and accept the Terms & Conditions laid out in these regulations.**

