

An exhibition of textiles by members of West Bridgford Branch of the Embroiderers' Guild

STEPPING UP AND OUT

2ND - 26TH March 2018

How to Enter

Complete the attached entry form/forms and return to Jenny Ashmore by 10th February 2018. This allows us time to assess the hanging arrangements, arrange insurance and print labels etc.

The exhibition will celebrate the work of members of the West Bridgford Branch and the committee seeks to display every entry. However, the committee and the West Bridgford Library reserve the right not to display work.

Members may submit as many pieces as they wish.

Conditions

It is important that your works are secure whilst on display. All works should have D-rings at the top of the work or be double strung from eyelets at the top of the piece in order to be hung securely. Three-dimensional work will be displayed in a glass cabinet. Please include any special instructions for installation and we will do our best to accommodate these. **Entries will not be for sale in the Library.**

Delivery and collection of work

All work to be completed, ready to hang and handed in at: West Bridgford Library between 10.00 – 11.00 am on Thursday 1st March. Work should be collected on Monday 26th March between 10.30 am and 11.30 am. If you are unable to collect your piece we would be grateful if you could arrange for someone else to collect it on your behalf.

Packaging

It is advisable to make sure your work is suitably packed and protected for transportation. Collect together packaging materials (strong boxes, bubble wrap, tissue paper etc.) well in advance. Please enclose clear brief hanging instructions e.g. any props needed and indicate which way up. Unfortunately the Library is not able to store packaging and we would ask that you unwrap your work and take the packaging home. Please remember to bring the packaging when you collect your work.

Labelling

Attach a luggage label to the back of the work with a long enough string to allow the label to hang in front of the work but not long enough to hang below the piece when on display.

Insurance

Work will be insured whilst in the gallery. Work travelling to and from the exhibition is the responsibility of the artist.

Stewarding

Please note that no stewards will be in attendance apart from Library staff.

Queries

If you have any queries please contact Jenny Ashmore, 5 New Eaton Road, Stapleford, Nottingham NG9 7EF, tel: 0115 939 4502, Email: jenny.ashmore@btinternet.com

Jenny Ashmore

On behalf West Bridgford Committee