

ENTERING

- Entry to The Harley Open 2020 will take place in 2 stages.
Stage 1: Digital Entries. Stage 2: Physical Entries.
- Entries must be submitted digitally via www.harleygallery.co.uk.
We will not accept postal or physical entries for Stage 1 of the process.
- Images must be submitted in JPEG format with files no larger than 2mb. Selection will be solely based on your digital image and we recommend you read the guidance on image formatting and photography in the FAQ's below.
- Entries must be your own, original artwork and made within the last 2 years.
- Entries must be wall based.
- Entries will only be accepted from within a 100 mile radius of The Harley Gallery, S80 3LW.
- Applicants must be 18 or over.
- Application deadline 5pm on 1 April 2020.
- Successful entries from Stage 1 must be delivered by hand to the gallery for Stage 2 judging.

JUDGING

- Entry to The Harley Open 2020 will take place in 2 Stages.
Stage 1: Digital Entries. Stage 2: Physical Entries.
- Judging of digital entries will take place on 6 April 2020.
- Successful digital entries will be contacted via email on 8 April 2020.
- Selected entries from Stage 1 must be delivered in person to The Harley Gallery for Stage 2 judging between, 10 – 19 April 2020.
- Successful entries will be announced on The Harley Gallery website on 21 April 2020.
- Unfortunately we can't offer any feedback on unsuccessful submissions. You will not be notified if you are not selected, please refer to our website for successful entries.

KEY DATES

- Digital entries: 1 February – 1 April 2020
- Judges selection from digital entries: 6 April 2020
- Successful entries from Stage 1 contacted by email: 8 April 2020
- Delivery of selected artwork to the Gallery for Stage 2: 10 – 19 April 2020
- Judges final selection: 20 April 2020
- Successful entries announced on The Harley Gallery website: 21 April 2020
- Unsuccessful entry collection: 22 April – 26 April 2020
- Exhibition: 2 May – 5 July 2020
- Prize giving party: 2 May 2020
- Collection of exhibited works: 7 July – 12 July 2020

DELIVERING

- Artwork must have the artists' name and contact details displayed on the reverse.
- Artwork must be packed securely with corner/edge protectors. See below for details.
- Artwork must be suitably framed / mounted. We will screw mirror plates to successful artworks for hanging. This is to ensure artwork is exhibited in a professional manner and meets our security and health and safety policies. Do not supply your work with a hanging wire (please refer below).

PRIZES

- The Harley Prize: £2000 – Sponsored by The Harley Foundation
 - Judges Prize: £750 – Sponsored by Latimer Hinks Solicitors
 - People's Prize: £500 - Sponsored by Welbeck Estates Company Limited
- Additional prizes may also be awarded.

MARKETING: PHOTOGRAPHY

- We may use your images for publicity purposes, including on our website, social media feeds and in the press. By submitting your entry you are agreeing to this term.

PACKING

- Corners can be made from any material including cardboard, bubble wrap, padded envelopes or foam pipe insulation. Specialist products can be purchased online including plastic, polystyrene, cardboard or foam protectors. We are happy for you to choose whichever method you prefer.
- Please secure your corner protectors well. We suggest you use cling film by wrapping the film around the edges of the work, over the protectors. Be sure not to cover the image of the work with the film. Tape tends to fall off soon after application which means the corners often get lost and leave work vulnerable.



HANGING: MIRROR PLATES

The Gallery will attach mirror plates to your work for hanging. We will not accept any other hanging method. Your work therefore must be framed in such a way that we can attach mirror plates securely by screwing them into the frame.



The Harley Gallery, Welbeck, Worksop, Nottinghamshire, S80 3LW
www.harleygallery.co.uk / info@harleygallery.co.uk +44 (0) 1909 501700

Harley Gallery Trading Ltd Company No. 08083700
The Harley Foundation Registered Charity No. 276611

THE
HARLEY
FOUNDATION



SELLING YOUR ARTWORK

- If you want to make your artwork available for sale, please enter the price **YOU** want to receive on the entry form. The Harley Gallery will then add commission at 30% plus VAT (on the commission) to give a total retail price. If you do not wish to sell your work, please enter 'NFS' (Not for Sale) on the entry form.

COLLECTION

- You must collect exhibited artworks from The Harley Gallery **7 July – 12 July 2020**. If you do not collect your work by these dates, you will be charged a storage fee of £5 per week. If your work remains uncollected 3 months after these dates, it will be disposed of.

DAMAGE

- Entries are submitted at your own risk, we cannot accept liability for any damage. We endeavour to take the greatest care with each work and ensure it is stacked and stored correctly.

FREQUENTLY ASKED QUESTIONS:

Q. Am I eligible to apply?

A. Entry is open to anyone over the age of 18. No formal training or qualification is required.

Q. Can I enter more than two works?

A. Entry is limited to one application per person, of up to two works only.

Q. Can I deliver my work at a later date?

A. All selected works must be delivered in person to the gallery by the date specified.

Q. How should I photograph my work?

A. Selection will be based solely on your digital image; therefore, it is important that this accurately reflects your work. We recommend taking images that are well lit (preferably taken in natural daylight), and composed in a way that clearly shows the work without obstruction or distraction.

Guides and tutorials on how to effectively document work can be found online, for example at:

<https://www.youtube.com/watch?v=Vpj28da03JQ>

Q. How do I resize and format my image?

A. Most modern digital cameras will save images in JPEG format and at a suitable size; if not, images can be resized and edited using a free online application such as: <https://pixlr.com>. Alternatively, programmes like Adobe Photoshop can also be used for this.