



**HLSI MEMBERS' ART EXHIBITION 4-17 FEBRUARY 2022**  
**INFORMATION ON HOW TO ENTER WORK**

**REGISTRATION**

**DEADLINE FRIDAY 21 JANUARY**

Entry forms can be downloaded from the HLSI website (or collected in person from the office). The three-part Entry Form must be filled in for EACH piece of work submitted (up to a maximum of three). Part 3 must be returned to HLSI Office by 4pm on Friday 21 January.

**SELECTION DAY**

**SATURDAY 22 JANUARY**

**Delivery** - All Submissions must be delivered to the HLSI 9am and 10.30am on Saturday 22 January.

Please ensure that Part 2 of Entry Form is securely attached to each piece you are submitting for selection. (No work will be accepted without this form.)

**Collection** - All Artwork must be collected from the HLSI between 2.15pm and 3.30pm

Please bring payment (hanging and private view fees) with you (cash, cheques, payable to HLSI, or card [but not *American Express*, please]) on collection.

The exhibition will be invigilated by the exhibitors themselves. At the time of Collection, exhibiting artists will be asked when they are available to invigilate, so please bring your diary, too.

All exhibitors will be given five invitations to the Private View to give to friends and relatives. Please let us know if you need more.

**HANGING DAY**

**THURSDAY 3 FEBRUARY**

Exhibiting artists must deliver their work to the HLSI between 10am and 10.30am. All work must be fitted with D rings.

Again, please ensure that Part 2 of Entry Form is still securely attached to each piece delivered.

**PRIVATE VIEW**

**FRIDAY 4 FEBRUARY**

6.00pm - 8.30pm

**EXHIBITION DATES**

**FRIDAY 4 - THURSDAY 17 FEBRUARY**

Gallery Opening hours

Tuesday - Friday 1.00pm - 5.00pm, Saturday 11.00am - 4.00pm, Sunday 11.00am - 5.00pm.

**AT THE END OF THE EXHIBITION**

**THURSDAY 17 FEBRUARY**

Artwork must be collected from the HLSI between 5pm and 5.30pm on THURSDAY 17 FEBRUARY. Buyers collecting artworks must bring their receipt with them. If a buyer is unable to collect between these hours, he or she must make arrangements to collect the art work from the artist. No artwork may be left at the HLSI.

**TERMS AND CONDITIONS**

A three-part Entry Form must be filled in for EACH piece of work submitted. Up to three pieces of work may be submitted.

All artwork must be ready to hang with D-rings. All work must be offered for sale. Only 2-dimensional work can be accepted. Artwork must be no larger than 4'x4' (122cm x 122cm).

**Fees:** There is no fee to submit work for consideration. The Hanging Fee is £8 per piece of work accepted. In addition, each artist will be asked to contribute £8 towards refreshments at the Private View. A 20% commission is payable to the HLSI on all sales.

No artwork may be removed before 5pm on Thursday 17 February.