



Hampstead Photographic Society Summer Exhibition 2024 - Burgh House, 23 July – 11 August 2024

DON'T MISS OUT! This exhibition is an annual opportunity for all members of Hampstead Photographic Society to present their best work. In 2024 we are holding the show at Burgh House in Hampstead.

The Rules

1. The exhibition is open to anyone who is either a paid-up or Honorary member of Hampstead Photographic Society (HPS) for 2023/24.
2. The exhibition will be of framed prints. The frame size is 50cm x 40cm and frames will be provided by the club.
3. Each member of HPS may submit up to three images for exhibition. All entrants are guaranteed acceptance of at least one photograph.
4. The subject-matter is 'open' (i.e. photos may be of any subject). Important: please submit individual images, not sets or panels.
5. Photographs must not have been shown at any previous HPS exhibition or in any external exhibition local to Hampstead.
6. The exhibition will be organised by a sub-committee of the HPS Committee, including members co-opted for the purpose. The exhibition will include a variety of images showing the skills of our members while aiming to present HPS in the best possible light. A selection panel will be convened, made up of members of the exhibition sub-committee and others external to the sub-committee. Anyone acting as a selector may have only a maximum of two of their own images in the exhibition.
7. Accepted images must be provided ready mounted on mountboard, in accordance with the process described below.
8. The mounted photo will then be framed on the exhibitor's behalf.
9. The entry fee will be £25.

Initial submission (via online entry form)

1. Each member is invited to submit up to three JPEG images
2. Submission is via the **suCCESs** system.
3. The longer dimension of each image must be 2048 pixels (or 2048 x 2048 in the case of square images).
4. The file size must not exceed 4MB.
5. Entries should be submitted between **Monday 11 March 2024 and midnight Sunday 21 April 2024**.

Payment of Entry Fee

1. Payment of the £25 fee is due by **21 May 2024**. Payment by direct bank transfer only, to the following account:

Account name: Hampstead Photographic Society

Account Number: 00109091

Sort Code: 30-90-39

Reference: Your name

Payment by other means will not be accepted.

2. To facilitate reconciliation of fees paid and avoid unnecessary reminders, *please notify Mike Howell (michael@odjob.co.uk) as soon as possible after paying your £25 fee.*

Selection of images

Details of the photographs selected for the exhibition will be notified during the week commencing **Monday 29 April**. You should then arrange for your work(s) to be printed and mounted in accordance with the following requirements.

Preparing your work for framing

You may mount the work yourself or have it prepared commercially. Either way, please observe the restrictions listed below, as the sub-committee will not have time to make adjustments.

The mount

1. Prints must be mounted on standard mountboard with an aperture.
2. Maximum thickness of print + mountboard is **3mm**. *Anything thicker will not fit the frame and will be rejected!*
3. The mountboard may be a colour of your choosing. White or off-white is recommended if you are unsure.

4. The overall dimensions must be precisely **50cm x 40cm**. *Any deviation from this, especially if oversized, may prevent the work from being hung.*

The aperture

1. The aperture should have a beveled edge.
2. The mount must be at least **5cm deep beneath the aperture**, so that a label can be inserted without obscuring the print. The other three sides must be **at least 2cm deep**.

Mounting the print

1. Securely attach the print to the rear of the mount with thin tape. Ensure that nothing of a sticky nature is facing outwards as we will need to stack work for transportation.
2. Label the back of the mount with your name and the title of the work. Do not write anything on the front or back of the print.

If you do not comply with the requirements, we may not be able to hang your work!

Delivery of prints

Delivery of mounted prints will be to a nominated club member. Work must be delivered to the official collection point between **Wednesday 10 July and Friday 19 July**. The location of the official collection point will be notified separately.

The club will arrange for work to be framed and taken to Burgh House.

Collection of prints

Exhibitors will be able to collect their work only after the exhibition closes. The arrangements will be advised later.

Any questions?

If you require any help with the interpretation of these rules please contact any member of the exhibition sub-committee who will be happy to help.

Appendices

Formatting JPEG images

[Anthony to provide text based on requirement of the suCCESs system]

Exhibition timetable

Date	Event
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Monday 11 March	Online entry system open for submissions via the suCCESs system.
Sunday 21 April	Deadline for online exhibition entry submission with JPEG images.
Week commencing Monday 29 April	Details of pictures accepted are notified to members
14 May	Deadline for payment of the entry fee (£25). Advise Mike Howell that you have paid your fee.
Between Wednesday 10 July and Friday 19 July	Members deliver mounted work to the official collection point. (Arrangements to be advised).
Tuesday 23 July	Preview evening at Burgh House (6.30-8.30pm). Exhibition opens.
Sunday 11 August	Closure of Exhibition
After 11 August	Exhibitors collect their work (arrangements to be advised).

Terms and Conditions

1. Your images may be used free of charge by Burgh House or HPS to publicise the exhibition. Copyright will remain with the entrant who must own the copyright to all parts of the photographs exhibited.
2. Members may sell their photographs without the imposition of any commission charge by Burgh House.
3. Entrants may set the price of any images they wish to sell.
4. The individual member will be responsible for all aspects of such sales including setting prices and arranging delivery, which must take place after the exhibition has closed. If members sells a picture 'framed', they must source and supply the purchaser with a separate frame (as the frames used in the exhibition belong to HPS). The exact frame used for the exhibition is:
Nielsen Apollo Black <https://www.best4frames.co.uk/products/nielsen-apollo-black>.
5. Although every care will be taken of work entrusted to HPS for whatever purpose, neither HPS nor any representatives can accept any responsibility for loss or damage however caused. All work is submitted to HPS at the owner's risk.

Exhibition Sub-committee:

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