

ACJ 2022 Members' exhibition - application form - Meanings & Messages

You may expand each box and continue to extra pages if needed.

Please follow all the instructions, to make the administration so much easier and quicker!

Name	
Email	
Landline	
Mobile	
Website	
Postal address	
Address for return of work	
Number of photos sent	
Terms	I agree to ACJ's published terms and conditions for this exhibition, including data usage Yes/ No (delete as applicable)

Photo rules:

We need a **clear** photo of one entry/brooch, on a plain background. Plus one additional detail shot if needed.

Plain background, no grass, stones, cloth or other distractions, no composite shots. The photos must clearly show the work.

Model shots accepted IF the piece is clearly shown. The photos need not be professional but **must** show the work **clearly**.

Photos to be in jpg format ONLY, 300dpi and at least 2000px on the shortest side, **maximum** file size 2Mb.

Label each photo with your **surname & initial and photo number**, e.g., BrownJ1, BrownJ2 etc. Unlabelled photos may get lost or wrongly attributed. With professional pics add the photo credit (e.g., BrownJ1 photo credit John Smith)

Form continues to a second page

Details of photos of proposed brooch (maximum 2 photos) **read photo rules** and **please complete all boxes in each line**

You may apply with one finished brooch or model of proposed piece, finished work made since January 2021.

If you are submitting a model, please make a note of the dates for delivery, in the call for entries – the time frame is very short!

Label each photo with your **surname & initial and photo number**, eg BrownJ1, BrownJ2 etc.

Image label (& credit)	Title of the piece	Materials	Techniques	Dimension in cm	Year made or hallmark date (2018/19)	Insure
e.g., BrownJ1	e.g., Connections Ring	e.g., silver, acrylic, steel	e.g., fold-formed / 3D print/ fabricated	e.g., 10 x 3 cm	e.g., 2018	e.g., £30

How does the work reflect the theme Meanings & Messages?	(100 words max)
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***Insurance** is replacement value of materials or 50% of the retail price in £ sterling / GBP, whichever is higher.

Save this as a **doc or docx labelled with your surname & first name** (eg BrownJane)

Mac users, PLEASE send as a **doc** NOT pdf, jpg or pages – saves so much time retyping!

Please do not include the terms and conditions section when you submit your application.

Application: use **this link** to upload your images **and** a copy of this form:

<https://www.dropbox.com/request/DbBN31hwGhU1MkurEC9P>

You do not need a Dropbox account to use this link, and it will not affect your own Dropbox quota.

Deadline 7th February 2022 (midnight UK time)

Terms and conditions of participation

Selection will be by a panel of respected people in the field, including representation from at least one of the participating venues and at least two of the panellists will be individuals currently underrepresented in the jewellery sector. Panellists will not be able to see who has made the work, selection is based solely on the work submitted.

The selection process:

- 1) Images of finished work** - photos must show the work clearly, but do not need to be to a professional standard of photography.
- 2) Final work and professional photographs** – work selected for catalogue photography will be checked for high quality of making.
- 3) Display in each venue:** it is possible that not all pieces will be shown in all venues. The curation and display in each venue is the decision of the relevant hanging team and will not be subject to discussion.

Parameters for submission: see the call for entries, plus:

- One brooch per maker.
- A clear photo of the piece proposed (photos must be clear but don't need to be professional).
- Work created should be specific to the theme of **Meanings & Messages**.
- Showing high quality design & making, as usual with ACJ exhibitions.

In all cases, there will be a **final selection of submitted work sent for catalogue photography**, with ACJ reserving the right to return pieces which are not to standard of making, design or finish, or which differ greatly from the application photos. In the case of a brooch being deselected, the work will be returned to the maker, who will pay the return postage but no participation fee.

Application procedure:

- 1) The application form must be completed in full (your details will not be published in the catalogue but will be shared with the ACJ team, insurers, and other necessary agencies).
- 2) one clear photo of your finished piece. The photographs will be sent to a Dropbox shared directory (see application form).

For selection purposes we don't need professional images, but make sure that the photos are **clear**.

Ensure correct focus, use a plain background (**no** grass, flowers, pebbles, stones, or confusing background). Model shots are acceptable IF they clearly show the piece better than a product-type shot.

Keep to the format requested in the application form – jpg only, 300dpi and at least 2000px on the shortest side, **maximum** file size 2Mb.

Display:

it is possible that not all pieces will be shown at each venue. The cabinet space may vary between venues. The final curatorial decisions on pieces & display rests with the display team in each venue.

Exhibition:

To encourage deeper engagement with the work, each piece will be titled but have no further explanation. Visitors to the exhibition will be able to write their responses to the exhibited pieces. These thoughts will be collated and put in an online gallery which accompanies the show. We will encourage each venue to display the hand-written responses for the duration of the exhibition.

Money:

The participation fee is £70. Previously the fee has been £100, **we have reduced the fee** to reflect the challenges makers have faced during the pandemic year.

This includes return postage of up to £10 per maker (Special Delivery, insured). For return postage totalling more than £10, the excess above £10 will be charged to the maker concerned; this is in case of very high insurance or large or heavy parcels.

Makers will pay their own delivery/ postage costs to the photoshoot collection address.

If selected, the £70 fee must be paid by 8th March 2022, to ensure your work will be shown in the catalogue.

Applications from recent graduates (classes of summer 2020 and 2021) and individuals identifying with the characteristics in the "addressing barriers" section will receive a 20% discount on the participation fee if selected. Please let the ACJ team know once you have been selected to receive your discount.

Catalogue:

There will be a print catalogue. One page and one image per maker will be included, with name, title of piece, technique, materials, date of making, dimensions and either website OR email address. (Your other details will not be made public)

Sending your parcel:

Your own branded boxes will not be needed.

Secure and protective parcelling is needed, but keep this as compact as possible, to reduce the volume of transporting the exhibition as a whole. The outer box should be sturdy and will be used to return work to you.

Do NOT use polystyrene 'peanuts' or an excess of sticky tape. Individual poly bags or bubble wrap with masking tape should suffice, or the smallest plastic click-box that will fit your work. Do not include business cards or display materials (unless pre-arranged display has been agreed). Do include the delivery note (to be provided).

Hallmarking:

Standard British Hallmarking regulations apply for work from ACJ members.

Publicity:

Your piece may be used in publicity, print materials advertisements, social media and other websites and PR campaign elements. Your permission for this is given freely as a condition of entry. If your own existing photograph is used, ACJ will credit the photographer, and again your full permission of ACJ usage for PR purposes is a condition of entry, also a declaration that you own the copyright to the photograph.

Privacy:

You can the ACJ's privacy policy here <https://acj.org.uk/index.php/about-us/privacy-policy>

Venues:

We are currently negotiating the tour with various venues, and confirmation of dates and places will be circulated later. The tour is expected to end in May 2023, although this will be confirmed once the full schedule is announced.

Confirmed so far –

ACJ Conference - Pop up show for the duration of the conference – July 2022

Birmingham School of Jewellery - September – October 2022

Dates:

Announcement of exhibition in the members e-bulletin **August 2021**

Call for entries announced & registration of interest **September 2021**

Deadline for applications **7th February 2022**

Notification of selection **1st March**

Payment of participation fee **8th March 2022**

Delivery of finished work **15th 17th March**

Confirmation of accepted pieces **23rd March 2022**

Professional photography **23rd – 25th March 2022**

COVID-19 Pandemic:

While we anticipate the ACJ will be working closely with exhibition venues to deliver everything we have planned, we cannot rule out the possibility of changes due to the COVID-19 pandemic. If changes do occur, ACJ will update its members in a timely manner. Refunds will not be issued to participants if venues have to close. Should it not be possible to hold a physical show, the ACJ would aim to create a digital show in line with the 2021 Open exhibition. ACJ would still aim to produce a catalogue of works in the event of venues closing.

Your application includes full acceptance of these terms.