

Pendle Artists

Date: September 10

Avril Polak
(Membership Secretary)
24 Willowfield Close,
Willowfield, Halifax
West Yorkshire. HX2 7LP

Tel: 01422 384605

Mob: 07969 259485

Email:
membership@pendleartists.co.uk

Dear Enquirer

Re: Pendle Artists Membership.

Thank you for your enquiry to become a member of the Pendle Artists.

Enclosed you will find information about the Pendle Artists and how to pack your art work for their safe transition between exhibition venues. Having read these, please keep them for future reference.

The first year membership fee is **£12.00**, and thereafter an annual fee of **£10.00**, payable on reminder through the Pendle Artists News Letter issued soon after the Annual General Meeting held in summer each year. The annual subscription fees are payable after this reminder up to and on the 31st August each year, so that the treasurer has time to update the membership records and accounts before the end of the year.

The enclosed Membership form should be fully completed, signed, dated and returned along with a cheque for **£12.00**, payable to Pendle Artists, in the envelope provided.

Thanking you and looking forward to your reply we remain,

Yours sincerely,



AVRIL POLAK,
Membership Secretary.

P.S. On receipt of your membership fees, you will be put on our mailing list to receive your Membership Certificate, Pendle Artists news letter and Exhibition Schedules.

ABOUT PENDLE ARTISTS

- 1. MEMBERSHIP** Pendle Artists is an open Society with no residential boundaries.
- 2. PENDLE ARTISTS** are a non profit making society.
- 3. EXHIBITIONS** We run two main travelling exhibitions a year - one in spring and one in autumn. These exhibitions can each visit two or three venues. The spring exhibition is preceded by a private viewing evening when the exhibition is officially opened by an invited Guest. This evening is also an opportunity to show artists work that hasn't been selected for the main exhibition. Votes from the visiting public will decide the winners of our two trophies:-

‘The McKenzie-Folan Cup’ & ‘The Bert Rawlinson Trophy’.
- 4. PENDLE NEWS** Our newsletters enclose information, labels, tickets etc for forthcoming exhibitions and other necessary information and general chat.
- 5. ANNUAL FEES** The entrance fee to the society includes fees for the first year. At each year end, the Hon., Treasurer will notify the council of the cash state of the society and the yearly membership fee will be decided at our Annual General Meeting.
- 6. COMMISSIONS** Pendle Artists receive 10% commission on any works sold and 5% on Pottery.
- 7. ADMINISTRATION** Our main officers the Chairman, Vice Chairman, Treasurer and Secretary and 8 council members meet regularly to discuss the organisation of exhibitions and the general running of the society. This involves booking of exhibitions dates, advertising, and mailing, editing the newsletter, sending invitations and gathering information to help to promote the society. Extra exhibitions are often arranged.
- 8. Many of our artists have become well known as a result of exhibiting with us and hold their own shows – some even turning professional.**



REGULATIONS FOR EXHIBITIONS

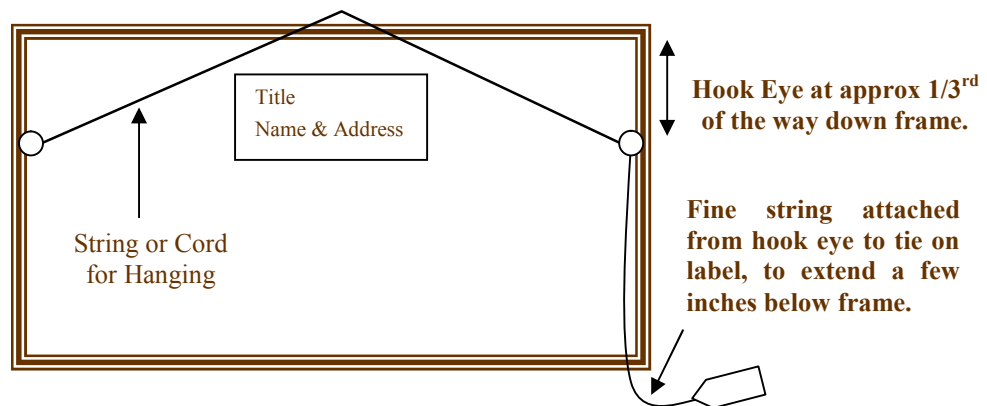
- 1. COPIES -** The Council wish to emphasize that **COPIES SHOULD NOT BE SUBMITTED** and that **ALL WORK MUST BE ORIGINAL.**
A COPY IS DEFINED AS FOLLOWS:-
Any submission in which the works of a second person or persons have in any way whatsoever been brought into play; e.g., Copies from Publications, Pictures, Calendars, Postcards, Slides other than those taken by the member personally. **WORKS SUBSEQUENTLY DISCOVERED TO BE COPIES** are **AFTER CONFIRMATION, to be REMOVED FROM THE EXHIBITION.**
- 2.** The utmost care will be taken of all works submitted for Exhibition, but the Council will not be responsible for any loss or damage incurred to any work in any manner whatsoever.
- 3.** Framed exhibits should carry frames which are suitable and appropriate. The Council has the power to **REJECT WORKS NOT COMPLYING** with this regulation.
- 4.** Works submitted for the Spring Exhibition **MUST NOT** have been exhibited in a previous Annual Spring Exhibition. Similarly, works in the Autumn Exhibition **MUST NOT** have been accepted for a previous Autumn Exhibition.
- 5.** Seven (7) pictures may be submitted to each exhibition. Not more than four (4) of any one member's pictures may be hung in a main exhibition.
- 6.** Pendle Artists Council shall be authorized to sell as agents for the exhibitor any picture or other work offered, at 10% commission to Pendle Artists.
- 7.** Pottery, Sculpture and other works of visual art may be submitted. Pottery painting is **ONLY ACCEPTED** if the pottery is actually made by the artists. Commission at 5% to Pendle Artists.

Pendle Artists welcome anyone who wishes to help in any capacity.

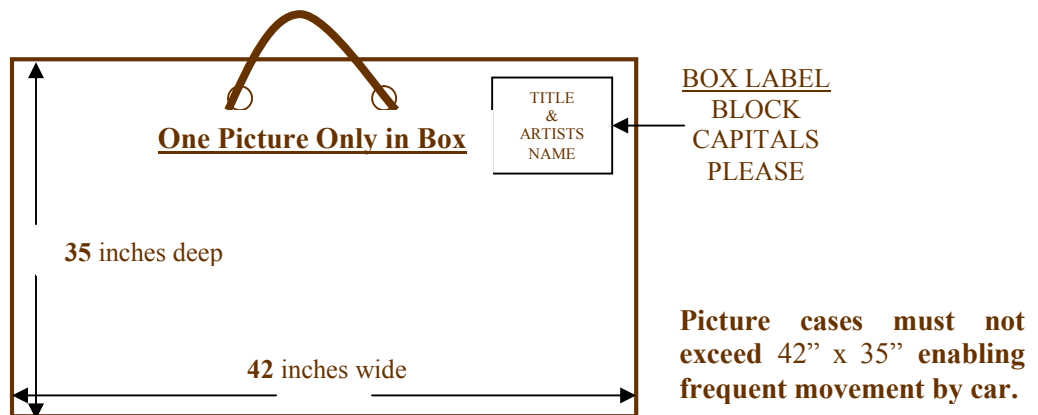
A STEP BY STEP GUIDE

PREPARING PICTURES FOR SUBMISSION

1. **Frames** - Please ensure that your frames are suitable.
2. **Write** on the back of the picture: - THE TITLE - YOUR NAME & ADDRESS.
3. **Tie on labels** will be supplied, one for each exhibit, to be attached with fine string to the right hook eye on the back of each picture (see diagram).
4. **Hook eyes** - to be screwed in to frame approx 1/3rd from top. (see diagram)



5. **Protection & Picture Packaging** – Make a cardboard box into which one picture will slide easily. Each Box must have a strong carrying handle, preferably thick string.
6. **Box Labels** – will be supplied to stick on top right hand corner of box (see diagram)



7. **Pricing & Commissions** - Before pricing your work please note how much commission will be taken out. Pendle Artists take 30% commission and other venues - Libraries, etc., can take 15% to 25% and must be added to our 30%.
8. **Entry Form** – will be provided. Complete and post to selection secretary named in Pendle News and/or Exhibition Schedule, or bring to selections with your work.
9. **Exhibition Schedule** - This sheet is supplied for every exhibition. Please refer to it for dates of handing in your work and dates for collecting your work at the end of exhibitions.
10. **Non Reflective Glass** - Will not be accepted. It is not successful in certain lighting.



Pendle Artists welcome anyone who wishes to help in any capacity.

PENDLE ARTISTS - CONSTITUTION

- 1. OBJECTS** - The object of the Society shall be to encourage the appreciation of the visual arts and to promote exhibitions of the highest standard.
- 2. MEMBERSHIP** - Pendle Artists shall be an open society with no residential boundaries.
- 3. ADMINISTRATION** - The Officers of the Society shall consist of :-
 - I. THE CHAIRMAN
HON., VICE CHAIRMAN
HON., TREASURER
HON., SECRETARY
 - II. THE GOVERNING COUNCIL of the Society shall consist of THE ABOVE OFFICERS together with 8 MEMBERS.
 - III. THE HON., SECRETARY shall keep minutes of the meetings, deal with membership applications and other administrations.
 - IV. THE HON., TREASURER shall bank all monies received, keep proper accounts, issue receipts, pay accounts and present the audited statement of Income & Expenditure at the Annual General Meeting. There shall be 2 signatories to the Bank Account.

Signatories: THE CHAIRMAN & HON., TREASURER or HON., SECRETARY
 - V. PENDLE ARTISTS is a non-profit making Society
 - VI. COUNCIL MEMBERS RETIRING If any Council Member retires the Council may appoint to fill the vacancy until officially elected at the next A.G.M.
 - VII. FIVE GOVERNING COUNCIL MEMBERS shall form a quorum at COUNCIL MEETINGS. 10% OF MEMBERSHIP or 5 Members, which ever is the greater, shall be required to form a quorum at an ANNUAL GENERAL MEETING.
 - VIII. AN AUDITOR shall be elected annually.
 - IX. A MAJORITY VOTE OF THE COUNCIL on any member having conducted himself in a manner prejudicial to the best interests of the Society may have his MEMBERSHIP SUSPENDED or WITHDRAWN.
- 4. VOTING RIGHTS** - Members shall have full voting rights.
- 5. FEES** - membership and renewals as follows :-
 - I. NEW MEMBERS shall deposit with the HON., TREASURER an entrance fee as approved annually by members in ANNUAL GENERAL MEETING.
 - II. EACH YEAR END the HON., TREASURER will inform the COUNCIL of the cash state of the Society and the year's membership fees will be decided. Any profits will be carried forward to the following year.
 - III. ANNUAL MEMBERSHIP FEE FOR CURRENT YEAR will be published in the first news letter after the ANNUAL GENERAL MEETING and will then be due and payable by 31st August, after which time membership will have lapsed.
- 6. EXHIBITIONS** - frequency and terms of entry :-
 - I. At least one ANNUAL EXHIBITION shall be held.
 - II. THE COUNCIL may lay down such terms of entry and commission on sales as may be thought necessary. e.g. Hanging Fees.



The alterations to this published Constitution is dated:

26th June 2005 as discussed and agreed at the A.G.M. 10th June 2005

PENDLE ARTISTS - MEMBERSHIP APPLICATION FORM

I hereby apply for membership of : **PENDLE ARTISTS.**

I agree to abide by the rules of the Society.

I enclose cheque/P.O. for the ENTRANCE FEE £: INCLUDES 1st YEAR MEMBERSHIP.

SIGNED.....: DATED.....:



MEMBERS DETAILS (BLOCK CAPITALS PLEASE)

Full name (Mr./ Mrs./Miss./Ms.)

Address

.....

Post Code: Telephone :.....:

Mobile :.....:

Email.....:

(Please Note: the following information is for interest only and not a membership requirement)

How long have you been painting?

Have you previously exhibited? *Please do enclose photographs of your work with your membership form. The council members will consider your application at their next meeting.*

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Please return this form to: Mrs. A. Connelly (Hon. Treasurer)
4 Sandy Hall Lane, Barrowford,
Nelson, Lanc's. BB9 6QH
Tel: 01282 613915