

Unfolding Stories 5 at West Barn, Bradford on Avon

Key Roles

Co-ordinator/Curation	Lucy		
Selection	Chair	Sylvia	??
Hanging Committee	Lucy	Stephanie	Ana
Hanging Assistance	Jane	Wendy	
Publicity	k3n	Stephanie	
Press Release	k3n	Stephanie	
Publicity Flyer	k3n	Stephanie	
Posters (A1, A3 & A4)	k3n	Stephanie	Lucy (printing)
Catalogue	Maria		
Labels	Lucy		
Preview	??	??	??
Stewarding Rota	Ana		
Sales Table Curation	??		
Storage	??	??	
Sales	Sylvia		

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Important Deadlines

31 st JAN 2022	PAY ENTRY FEE (cheque or internet banking)	
31 st MAR	SUBMIT PHOTOS FOR PUBLICITY (*if available)	By email/wetransfer to k3n k3n@k3n.fr
1 st APR	ARTIST STATEMENT FOR CATALOGUE UP TO 300 WORDS IMAGE OF YOU WORKING IN YOUR STUDIO/WORKSPACE WEBSITE AND OTHER SOCIAL MEDIA LINKS	By wetransfer to mariacomstock@talktalk.net
10 th APR	PHOTO OF DETAIL FOR USE ON POSTER	By email to k3n
5 th MAY	FIRM DEADLINE: AT LEAST TWO FINAL PHOTOS FOR CATALOGUE	By wetransfer to Maria
12 th MAY	FIRM DEADLINE: SUBMIT Image, Selection narrative & label info for each piece submitted to aid the Selection Team	Online forms
18 th MAY	FIRM DEADLINE: DELIVER COMPLETED WORK (READY TO HANG) FOR SELECTION	at CQ West Meeting
18 th MAY	SELECTION PROCESS	At SALT FORD in separate room
18 th MAY	DISTRIBUTE FLYERS	
5 th JUL	LIST ITEMS FOR SALE	Online forms
6 th JUL	FIRM DEADLINE: DELIVER ITEMS FOR SALE labelled and priced	at CQ West meeting
15 th /16 th JUL	Hang Exhibition	Gallery
16 th JUL	Exhibition opens	Gallery
23 rd /24 th JUL	Meet the artist weekend	Gallery
30 th /31 st JUL	Meet the artist weekend	Gallery
31 st JUL	Exhibition closes. Take down by 7pm	Gallery