

## Cheshire Open Studios Artist Entry Form 2017

**SUBMISSION DEADLINE: Submission and Entry Deadline:  
Midnight Tuesday 1st August 2017 by email, Friday 4th  
August for postal entries..**

***Please first read all project information & application guidelines that accompany this form before completing. Write clearly & neatly e.g. in block capitals or type.***

### **Personal / Contact Details:**

*(For groups this should contain the main contact for the group. Please add an asterisk \* beside any information you don't want publicised. Address & Postcode is mandatory for open studio artists)*

Name:	
Correspondence Address:	
Postcode:	
Telephone:	
Email:	
Website:	
Application type:	Individual / Group (delete as appropriate)

### **Artist / Group Studio Details:**

*Please note that studio details provided below will be publicised in all printed materials where necessary and on the website so please ensure all information is correct before sending.*

Artist/Group Name:	
Main Studio Address:	
Postcode:	
Telephone:	
Email:	
Website:	
Social Networks: <i>(Please provide links or id's for Facebook, Twitter, Google etc)</i>	
Groups only - How many artists taking part? Any Graduates?	
Groups only - Additional Group Artists Details: <i>(Please enter names, emails, contact telephone and websites. Use a separate</i>	

line for each. Remember to complete an **Additional Artist Statement** for each member of the group and send it with your application)

**Studio Location & Description**  
(around 15-20 words)

**Key Helpful Directions:**  
(around 15-20 words – see guidelines for examples)

I would like to share my studio? *If yes please describe space available. (delete or cross out as appropriate)*

I need to share a studio? *If yes please describe space needed (delete or cross out as appropriate)*

Yes/No	Description
Yes/No	Description

**Brochure & Website Details:**

*Of the images sent to us with your application please select and list the images that you'd prefer to have in the brochure. For Standard Membership just list one in each box. For other memberships list one or more in order of preference in each box. Please ensure all submitted images have filenames or data/labels that correspond to the images listed below.*

1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice

**Brochure Statement:** *no more than 15 -20 words for Standard (1/4 page) memberships, an estimate of up to 50 - 80 for Groups (1/2 page)*

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**Website Statement:** *(Ideally 50 - 100 words – if more than the space allowed below e.g. for groups you may want to send a statement for each artist etc - **please send separate artists statements using the form template called Additional Artist statements provided with the application pack**)*

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**Compulsory Studio Open Dates:** Please indicate if **Exhibiting Only** or an **Open Studio Artist** participating on any of the following days/dates for your studio to be open to the public. **Note: Open Studio Artists must be open on at least one of the following weekends.**

**Entry type:** Exhibition only / Open Studio Artist  
*(Please delete as necessary. For Open Studios Artists please indicate all open days below)*

**Open Studio Dates:** *Please indicate which days/date or any additional Xmas dates your studio will be open. Remove/delete unwanted days and list clearly all exact dates/days below for any additional days/dates you want to open. Please specify if you can only be open at certain times during the week. Place times beside the relevant day/date. **At the weekends you must open between 10-5pm.***

**Open Days/Dates in Sept/Oct:** *(please delete as necessary any dates you cannot open. Weekend dates are in bold, **one weekend must be included**)*

**Open Studio Weekends:**

**Sat 23/Sun 24 September**

**Sat 30/Sun 1 September/October**

**Sat 7/Sun 8 October**

**Sat 14/Sun 15 October**

**Any Additional Dates/times during these weeks?** *(please state):*

**Xmas Opening - 25<sup>th</sup> & 26<sup>th</sup> November:** Yes/No  
 Any Additional Xmas Dates/times *(please state):*

Disabled Access to Studio – *please state if full, partial or no disability access (delete or cross out as appropriate)* Full/Partial/None

I would like to indicate my availability to do workshops / demonstrations. *(delete or cross out as appropriate)* Workshops/Demos/No

I would like to indicate that I will open my studio by appointment at other times in the year Yes/No

Public Liability Insurance – *please state Copy Sent (i.e. with form), To Follow or have None at this time (delete or cross out as appropriate). Please note you must have & submit your own PLI to participate – see guidelines for more info* Copy Sent / To Follow / None

Artist Checklist & Other Inclusions *(delete as appropriate)*

I have included/sent my payment for participation Cheque/Paypal/To Follow/No

I have included all images clearly named / labelled Yes/To follow/No

Exhibition Entry Form Yes/To follow/No

Artist Statement Form(s) *(see last 2 pages of this document)* Yes/To follow/No  
*An artist statement must be submitted for each artist in a group*

COS Group Participation / Volunteering *(please see Collective Responsibility in the Project Guidelines for more information and indicate your availability for each of the following)*

I would like to become a Steering Group member Yes/No

I would like to help curate the exhibition Yes/No

I would like to volunteer to help with hospitality at the Exhibition Opening *(please state dates/times in table below)* Yes/No

I would like to assist with handing in / collection for the exhibition *(please state dates/times in table below)* Yes/No

I can help with writing & distributing a press releases Yes/No

I can help with distribution of printed material e.g. leaflets, posters, banners or brochures *(a distribution list is provided at a later date)* My area only / Other areas / No

I can help with a mail out Yes/No

I can offer other help *(please state) e.g exhibition volunteer, admin, marketing etc. Also state any dates you can help with manning the exhibition or handing in / collection of work for the exhibition here too. Please see our advertised vacant roles for more info.*

Additional Promotion: *(please see guidelines for each of these options and state preferences)*

I would like to participate as a volunteer in a COSA promotional event / demo or workshop during the exhibition.	Yes / No: When?:
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Will you be hosting activities or other events locally during open studios or as part of your open weekends?	Yes / No When/Where?:
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**Please check the Artist Checklist (in the Entry Guidelines) to ensure all information is included with your application. If in doubt contact us by email with your questions.**

**Groups: Please remember to complete the Additional Artist Statement Form and attach it to this application form for each artist in your group.**

***Please send your entry to: [info@cheshireopenstudios.org.uk](mailto:info@cheshireopenstudios.org.uk) or post to Cheshire Open Studios, c/o 8 Bakers Court, Winsford, CW7 2BQ***

***Telephone: Midge on 07808944550(10am to 4pm Mon to Fri only) if you have any questions or require a large print version of this form***