

**Sheffield Photographic Society**  
**'PERSPECTIVES 12'**  
**Exhibition in the Winter Garden**  
**Monday 31st October – Sunday 13th November 2016**

**Information Sheet for Entrants**

Our annual 'Perspectives' Exhibition in the Sheffield Winter Garden is an opportunity for members to show a panel of their own selection of prints to a large audience. In past years it has proved to be very popular with the public. This year the Exhibition will be on display for two weeks instead of our usual one week.

**1. Signing-Up to Enter the Exhibition**

This year we will have 40 Panels available and the Signing-Up sheet will be put out on Tuesday 6<sup>th</sup> September 2016 on a first come – first served basis. When full we will keep a waiting list in case of withdrawals.

There is an entry fee of £5 which will be collected on the Handing-In Nights.

Please be sure when you sign up that you will have paid your subscription for 2016-17 before the handing in date and that you will be able to fulfil your commitment to handing in your entry on time, as late entries or withdrawals do cause problems!

**2. Display Panels**

This year we will be able to display a total of 40 panels made up of 28 wider boards (1m wide x 1m tall) and 12 narrower boards (75cm wide x 1m tall).

If you would prefer a narrower panel please tick the column on the sign-up form.

The lower sections of the panels will be used for the authors blurbs, pictures of old Sheffield and other information/publicity purposes.

**3. Your Prints**

All prints must be mounted in card mounts ready to be hung on the boards using our plastic Velcro strips. As the Exhibition is in a totally public place, it is essential that no pictures are submitted that may cause offence. The Exhibition team reserves the right to veto any image that is not considered suitable.

Once we reach the handing-in stage all entrants will be asked to draw a rough plan of their layout on the Board Layout Form which will accompany your entry. **Remember to include mount sizes in your calculations.** Please number the prints on the Layout Form and also on the back of each print to

ensure that your pictures are hung correctly. Also put one of the SPS labels in the top right-hand corner of the rear face of each mount with your name and the title of the print.

***How you decide to use your space is up to you. However, please ensure that you achieve a pleasing layout, without overcrowding the pictures on the panel – space must be left between prints and between the outer edges of the mounts and the panel edges.***

***It is strongly recommended that you try out your layout on the floor at home before submitting your layout form. Any prints that cannot be fitted on your board at setting-up will be left out.***

In the Winter Garden the prints will be subjected to changes of temperature and humidity, so sometimes we have problems with warping of both pictures and mounts. Please ensure that all photographs are securely fixed in their mounts using masking tape – *check that it is not the more expensive ‘easy lift’ type as this has a limited sticking life.* **Please do not use parcel tape, as this can cause damage to both your prints and other people’s prints when they are in our print boxes.**

*Please also prepare digital jpeg images of your prints at the usual 1400px by 1050px resolution. These should be emailed or given to John Scholey on a CD or memory stick at handing in time*

#### **4 Your Blurb – your chance to explain all about you and your pictures**

Only the top panels of the display boards will be used for pictures. This will keep all of the exhibits at a suitable viewing height, and will ensure a consistent appearance throughout the Exhibition. At the top of the lower panel there will be a printed A4 information panel (“blurb”) giving your name, the titles of your picture(s) and a short introduction (150-200 words) to your selection of prints, as in the example below:

#### **Harry Snapper FRPS, DPAGB**

1. Sunrise in the Alps
2. The Matterhorn
3. Thirsty Work
4. Alpine Horns

I have been a keen photographer since 1864. Many of my holidays have been in the Alps, and I never tire of revisiting this area. Unlike many members of the Society, I prefer to use black and white film, and produce all of my prints in my darkroom at home. *And so on for 150 to 200 words.*

**Please write in the first person.**

We will use the text that you supply to produce your blurb, all blurbs will then be formatted to the same Word style and printed on A4 paper in landscape orientation.

Blurbs will need to be emailed to **Mike Smith** ([jmkesmth@aol.com](mailto:jmkesmth@aol.com)) as a **Word document**, or given to Mike **saved on a CD or memory stick** (labelled please!). Please also enclose a **typed or handwritten copy** with your pictures when handing in so that any queries on the text can be checked.

To avoid errors, it helps if block capitals are used for titles.

## **5. Handing in Your Prints**

Handing – In nights are **Tuesday 11<sup>th</sup> October and Tuesday 18<sup>th</sup> October 2016.**

Please place the following items in **one bag (with handles) clearly labelled with your name:**

1. Your mounted prints
2. Your Board Layout Form
3. Your Written Blurb text
4. Your Blurb text on CD or memory stick (or emailed to Mike)
5. Your Cheque for £5 for your entry fee (Cheques should be made payable to Sheffield Photographic Society)

***Also don't forget to email digital images of your prints to John Scholey at [jsscholey@googlemail.com](mailto:jsscholey@googlemail.com) (or give to John on a CD or memory stick).***

## **6. Helpers**

Volunteer helpers will be needed for:

- Setting up the Exhibition on the morning of Monday 31st October 2016
- Stewarding the Exhibition in the Winter Garden during Monday 31<sup>st</sup> October to Sunday 13<sup>th</sup> November

***(N.B. All members are invited to steward the Exhibition but Entrants particularly are expected to play their part by doing a stewarding session).***

- Taking down the Exhibition on Sunday 13<sup>th</sup> November
- **Very important - drivers** with vehicles large enough to transport display boards to the Winter Garden on Monday 31<sup>st</sup> October and from the Winter Garden on Sunday 13<sup>th</sup> November

Please give it some thought and help out if you can. Signing up sheets for helpers will be around on club evenings from early October.

## 7. Opening Ceremony

It has become the custom for the Lord Mayor of Sheffield to open our Perspectives Exhibitions and we are delighted that the current Lord Mayor, ***Councillor Denise Fox***, has kindly agreed to open the Exhibition on Monday 31<sup>st</sup> October at 12 pm.

Naturally we want a good turn- out of SPS members for the Opening Ceremony so please put this date in your diaries now.

Further updates will be provided on Society meeting nights.

Any queries please see John or Mike on club evenings, or you can contact us at:

John email: [jsscholey@googlemail.com](mailto:jsscholey@googlemail.com) or phone 0114-2552915

Mike email: [jmkesmth@aol.com](mailto:jmkesmth@aol.com) or phone 0114-2303980.

Best wishes

John Scholey and Mike Smith

17.08.16

### Timetable for SPS's Perspectives 12 Exhibition

Tuesday 6 <sup>th</sup> September	Signing-Up of entrants starts
Tuesdays 4 <sup>th</sup> October onwards	Helpers sign-up for setting-up, taking-down, stewarding and transporting boards
Tuesday 11 <sup>th</sup> October And Tuesday 18 <sup>th</sup> October	Handing In nights for prints, layout forms, cheques and "blurbs" (to John Scholey)
Monday 31 <sup>st</sup> October	Setting Up Boards in Winter Garden at 10 am Display boards collected from storage Display boards delivered to Winter Garden (10am) and set up in position <b><i>Lord Mayor opens Exhibition at 12 noon</i></b>
Monday 31 <sup>st</sup> October to Sunday 13 <sup>th</sup> November	Daily stewarding 12noon – 2pm, extra at weekends
Sunday 13 <sup>th</sup> November	Exhibition taken down at 3 pm and all prints removed and display boards returned to storage.
Tuesday 15 <sup>th</sup> November	Perspectives 12 prints returned to members