

**Sheffield Photographic Society**  
**PERSPECTIVES 17**  
**Exhibition in the Winter Garden**  
**Monday 1<sup>st</sup> November – Sunday 14<sup>th</sup> November 2021**

**Information Sheet for Entrants**

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

There are 43 boards available for entrants. You may request a board by emailing Linda Jackson up to midnight on the 14<sup>th</sup> September. If oversubscribed a draw will be made. Any member who does not get a board this year will get an automatic entry next year. When full we will keep a reserve list in case of withdrawals. Last time everyone who wanted a board had one.

There is an entry fee of £7 which can be paid by bank transfer. If you cannot pay online then you may hand a cheque in when you drop your prints off.

Please be sure when you sign up that you will have paid your subscription for 2021-2022

**2. Display Panels**

There will be 26 square boards (1m wide x 1m tall) and 17 narrow boards (75cm wide x 1m tall). One small board is reserved for Ray Brightman's images of old Sheffield.

If you would prefer a narrower panel, please let us know otherwise a draw will be made.

The lower sections of the panels will be used for the authors' blurbs.

**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.

You will need to draw a plan of your 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 a label in the top right-hand corner of the rear of each mount with your name, the title of the print and the number to correspond with the layout sheet.

***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. (Note you cannot hang two 50cm by 40 landscape pictures side by side as they would be touching on a 100cm wide board.)***

***It is strongly recommended that you try out your layout on a table 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. **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 1600px by 1200px resolution. Name the PDIs with the same name as the print and email to Linda at [lindajackson1984@yahoo.co.uk](mailto:lindajackson1984@yahoo.co.uk) All these images will go on the web site and some will be chosen for publicity.*

#### **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. The blurbs will be on the panel below. You will need to write a blurb giving your name, titles of the prints and some information about the prints. This may include comments about you, your style or approach to photography, technical information or information about the location etc.

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

Blurbs will need to be emailed to **Mike Smith** ([jmkesmth@aol.com](mailto:jmkesmth@aol.com)) Please also enclose a **printed 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.

If you have not entered the exhibition before you can view previous entries and their blurbs on the website to give you an idea of what people have done in the past.

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

Obviously, we can't have a handing in night this year as we are not having meetings. You will be asked to drop your prints off at the house of a member hopefully near to you. You will be notified of the names and addresses nearer the time.

You will need to bring:-

1. Your mounted prints
2. Your Board Layout Form
3. Your printed Blurb text
4. Your Cheque for £7 if you can't pay by bank transfer.

**Also don't forget to email digital images of your prints to Linda at [lindajackson1984@yahoo.co.uk](mailto:lindajackson1984@yahoo.co.uk) and email your blurbs to Mike Smith at [jmkesmth@aol.com](mailto:jmkesmth@aol.com)**

## **6. Helpers**

Volunteer helpers will be needed for:

- Setting up the Exhibition at 10:00 am on the morning of Monday 1st November
- Stewarding the Exhibition in the Winter Garden during Monday 1st November to Sunday 14<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 at 3:00 pm on Sunday 14<sup>th</sup> November
- **Very important - drivers** with vehicles large enough to transport display boards to the Winter Garden on Monday 1st November and from the Winter Garden on Sunday 14<sup>th</sup> November.

Please give it some thought and help out if you can.

## **7. Opening Ceremony**

This year the exhibition will be opened by Kim Streets Chief Executive Museums Sheffield at 12pm on the 1<sup>st</sup> November

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

Any queries please ask Linda or John

Linda email: [lindajackson1984@yahoo.co.uk](mailto:lindajackson1984@yahoo.co.uk) or phone 0114-2350852

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

Linda Jackson, John Scholey  
14<sup>th</sup> September 2021

## **Timetable for SPS's Perspectives 17 Exhibition**

Tuesday 14th September      deadline for requesting a board by email

Mid October                      Handing in prints, layout forms, cheques and "blurbs"

October	Volunteers for setting-up, taking-down, stewarding and transporting boards
Monday 1st November	Setting Up 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>Kim Streets opens Exhibition at 12 noon</i></b>
Monday 1 <sup>st</sup> November to Sunday 14 <sup>th</sup> November	Daily stewarding 12noon – 2pm, extra at weekends
Sunday 14 <sup>th</sup> November	Exhibition taken down at 3 pm and all prints removed and display boards returned to storage.
January	Prints returned to members at a club meeting.