

Sheffield Photographic Society
PERSPECTIVES 19
Exhibition in the Winter Garden
Friday 3rd November – Sunday 12th November 2023

Information Sheet

1. Signing-Up to Enter the Exhibition

There are 41 boards available for entrants. You may request a board by emailing Jenny Owen or signing up on a club evening. If oversubscribed a draw will be made. Any member who does not get a board this year will get an automatic entry next year. We will keep a reserve list in case of withdrawals. Last time everyone who wanted a board had one.

No fees are payable this year.

Please be sure when you sign up that you will have paid your subscription for 2023-24.

2. Display Panels

There will be 24 square boards (1m wide x 1m tall) and 17 narrow boards (75cm wide x 1m tall). One board is reserved for Ray Brightman's images of old Sheffield.

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

3. Your Prints

All prints must be mounted ready to be hung on the boards using our plastic Velcro strips. As the Exhibition is in a public place, it is essential that no pictures are submitted that may cause offence.

You will need to draw a plan of your layout on the Board Layout Form which will accompany your entry. You'll receive a copy of this along with confirmation of your board allocation.

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, 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 plastic 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 Ian Ruthven at ianerino@hotmail.com All these images will go on the website 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) Please also enclose a **printed copy of your blurb** 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

There will be two handing in nights. Please put everything into one bag with your name on it and hand it to Jenny Owen or Ian Ruthven on **Tuesday 10th October or on Tuesday 17th October.**

You will need to include:-

1. Your mounted prints
2. Your Board Layout Form
3. Your printed Blurb text

*Don't forget: please email digital images of your prints to Ian at ianerino@hotmail.com and email your blurbs to Mike Smith at jmkesmth@aol.com **before Tuesday 17th October at the latest.** Please do send your PDIs and blurbs as soon as they are ready. We need to receive some PDIs early for publicity and it's easier to print and laminate the blurbs if we can spread the load out.*

6. Helpers

Volunteer helpers will be needed for:

- Setting up the Exhibition at 10:00 am on the morning of Friday 3rd November.
- Stewarding the Exhibition in the Winter Garden during Friday 3rd November to Sunday 12th 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 12th November
- **Very important - drivers** with vehicles large enough to transport display boards to the Winter Garden on Friday 3rd November and from the Winter Garden on Sunday 12th November.

Please give it some thought and help out if you can. There will be sign-up sheets at Tuesday meetings, as well as email updates and sign-up options.

7. Opening Ceremony

This year the exhibition will be open from 12 noon on the 3rd November. The Lord Mayor will attend at 2 pm, for a formal opening and welcome (he's unable to be there at 12).

Naturally we want a good turnout of SPS members for the opening, so please put this date in your diaries.

Any queries, please ask Jenny Owen or Ian Ruthven, either at meetings or by phone/email.

Jenny's email: jenny.owen@me.com or phone 07920 055664

Ian's email: ianerino@hotmail.com

Jenny Owen and Ian Ruthven, September 2023

Timetable for SPS's Perspectives 19 Exhibition

Friday 15th September	deadline for requesting a board (email, phone or sign-up)
Mid October	Handing in prints, layout forms and "blurbs"
Mid October	Confirm volunteers for setting-up, taking-down, stewarding and transporting boards
Friday 3rd 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. <i>Lord Mayor opens Exhibition at 2 pm.</i>
Friday 3rd November to Sunday 12th November	Daily stewarding 12noon – 2pm, extra at weekends
Sunday 12th November	Exhibition taken down at 3 pm and all prints removed and display boards returned to storage.
November/December	Prints returned to members at club meetings.