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**National Exhibition 14th to 27th October 2024**

**‘Battles, Borders, Books’**

**Hay Castle**

**Oxford Road**

**Hay on Wye**

**HR3 5DG**

**Information Pack for guilds for all sections of the exhibition**

Introduction

Timeline for submissions and hanging

General submission information

Section One, selected items

The items put forward for selection, to go through the selection process

Section Two, non-selected items

Theme, ‘Battles, Borders, Books’, the non-selected section items open to any guild member

Form 1: Individual entry for selection process, photo and feelie piece

Form 2: Guild summary, for items for selection process + fees

Form 3: Guild summary of selected items, one list per parcel

Form 4: Guild list of non-selected items, ‘Battles, Borders, Books’, notebook cover with slimline notebook, one list per parcel

Form 5: Hanging fees payment for selected items and for non-selected items (notebook cover)



**AGWSD National Exhibition 2024**

Hay Castle, Oxford Road, Hay on Wye, HR3 5DG

**‘Battles, Borders, Books’**

Dear Guild member,

The AGWSD is looking forward to welcoming you to the National Exhibition 2024.  We have been very fortunate to secure exhibition space for guild members’ work at Hay Castle, Hay on Wye. Hay Castle was a medieval fortification and 17th-century mansion house in the small town of Hay-on-Wye in Powys, Wales. Originally constructed as part of the Norman invasion of Wales, the castle was designed as a ringwork overlooking the town in either the late 11th or the early 12th centuries.

Over time the building fell into disrepair until, in 2011 the Hay Castle Trust was formed to preserve this historic site and provide a future of cultural enrichment, educational opportunities and community enjoyment.

It is a very exciting exhibition space, a mix of modern and original. Whilst Hay Castle is disability access compliant, it is worth checking your access needs with them before making the journey.

The focus of the National Exhibition is to showcase the range of skills we have in guilds, based on spinning, weaving and dyeing.

There are two parts to the exhibition.

The first part is for items that are put forward for the selection process.

These items may be your own ideas or may be based on this year’s theme.

The second part, the non-selected part, is open to any guild member. This year we ask that a removable book cover, on a slimline A5 or A6 notebook, is created to the theme of, ‘Battles, Borders, Books’.

Items for all parts of the exhibition must include spinning, or weaving, or dyeing or a combination of these. Other textile techniques may be used as part of the item, though spinning, weaving, dyeing must be the predominant techniques.

The Lylie Smart Award, for those with fewer than three years’ experience, has been extended to spinning and dyeing as well as weaving. The public attending the exhibition vote for their favourite piece from those put forward for this award. See [Lylie Smart Trophy](https://wipagwsd.wordpress.com/contents/lylie-smart-trophy/) for more information.

There will be no catalogue for this exhibition as Hay Castle will provide bilingual English/Welsh information and labelling for the exhibition.

Hay Castle has offered to handle items for sale through their shop. Items must be marked clearly with a price or with NFS (not for sale). Hay Castle has a commission rate of 40%, plus VAT is payable on the 40% commission.

Sales income will be distributed by the end of November 2024.

The AGWSD Exhibition Committee 2024

Contact email: Exhibition@wsd.org.uk

**National Exhibition 2024**

**Timeline for Submissions and Hanging**

January 2024: Guild Secretaries receive information about entry and dates

Before

 23rd July 2024: Members create item, photographs and feelie pieces and complete Form 1

Guilds collect forms, photographs and feelie pieces for selection process

Guilds collate entries for posting and complete Form 2

Guilds pay selection fees by bank transfer

Between

24th – 31st July 2024: Entries for selection process arrive at the address on Form 2

Note: Late deliveries will not be accepted

Between

1st -17th August 2024: Selection process

By

23rd August 2024: Guild Secretaries and successful entrants notified of items selected for the

exhibition. Non-selected photos and samples returned in SAE’s if provided

By

16th September 2024: Guilds collect selected items for posting and complete Form 3

Guilds collect slimline notebooks and covers for posting and complete Form 4

Guilds pay hanging fees by bank transfer and send Form 5 to the Exhibition committee by email

Between

23rd -28th September 2024: Selected items to arrive at address on form 3

Note: Late deliveries will not be displayed

Between

23rd -28th September 2024: Non-selected items (notebooks with covers) to arrive at address on form 4

Note: Late deliveries will not be displayed

7th October 2024: Delivery of all exhibition items to Hay Castle by Exhibition committee

14th October 2024: National Exhibition opens

27th October 2024: National Exhibition closes

1st November 2024: Exhibition committee collects all exhibition items from Hay Castle

End of November 2024: All items from National Exhibition returned to Guild Secretaries or entrants.

**National Exhibition 2024**

**General submission information**

**Entry Criteria**

Submissions must be the work of members of an affiliate or associate guild of the AGWSD

All items must include weaving or spinning or dyeing. Other textile techniques may be used as part of the item.

There is a limit of three items from one maker for the selected section

There is a limit of one notebook cover from one maker for the non-selected section

**Entry dates**

See the submission timeline on the previous page for dates

Late deliveries will not be accepted

**Items for sale**

Items must be clearly marked with the price or NFS

Hay Castle charges 40% commission with VAT payable on the commission. Take this into account when pricing items

Hay Castle makes the sales through their shop

Items not sold, or not for sale, will be returned to guild secretaries after the exhibition

**Insurance cover**

If required by each maker, insurance cover must be organised by the maker themselves, to cover all aspects of the exhibition, in transit, during the exhibition, storage before and after the exhibition

**Packaging of all items**

Send all the photographs with attached feelie pieces for the selection process, in one package to the address on form 2

Send all the selected items in one package to the address on form 3

If at all possible, guilds should send all their book covers for the non-selected category in one package, to the address on form 4

The packaging should consist of three layers. The item wrapped in tissue paper, the middle layer of bubble wrap with an outer layer as suitable for the package to be posted

All layers of packaging to be clearly marked with the guild name and maker’s name

Items such as scarves, lengths of fabric, that are best rolled, should be rolled on a card tube labelled with the maker’s guild and maker’s name

This will enable, if at all possible, the return of items in the same packaging as sent

**Submission fees**

All Items put forward for the selection process will incur a fee of £5 per entry see form 2 for details of payment

All selected items will incur a further fee for hanging of £15 per item see form 5 for details of payment

Items for the non-selected section, the notebook covers, will have a fee of £5 per item, see form 4

These fees help to cover the costs of return postage, as well as the costs incurred with the exhibition

These fees are non-refundable.

**National Exhibition 2024**

**Section one Selected items**

**Items put forward for the selection process**

Items must include hand weaving, or hand spinning, or hand dyeing, or a combination of these

Other textile techniques may be used

A wide range of items is acceptable, from skeins, 3D, lengths of fabric, dyed yarns, as well as the usual items

**Theme**

Items may be to the theme, ‘Battle, Borders, Books’. It is not essential

Submission will be by photograph of the finished piece and a feelie piece

See form 1 for further information

**Photographs**

Good quality photographs are essential

Photographs must show the whole item, front and back, including edges without any cropping to hide the edges

Indicate which way up the item is to be displayed

Photographs must not include any identifiable features of the maker, such as face

Non-adherence to these guidelines will render the submission invalid

**Feelie pieces**

Inclusion of a feelie piece is essential

The size of a feelie piece should be about 10cm square, small 5m lengths of spun or dyed yarns

The feelie piece must be representative of the completed item, including finishing processes

See form 1 for further information

Non-adherence to these guidelines will render the submission invalid

**Submission forms**

Submission forms 1 and 2 must be completed fully

Incorrect submission forms will render the submission invalid

**Selection process**

The selectors are professionals or semi-professionals in their given field

The process is anonymous; all references to the maker are removed

Selectors will be looking for the maker’s regard to technique, design, colour and finishing

**Outcome of selection**

Guild secretaries will be notified of the items that have been selected about the 23rd August 2024

Guild secretaries notify their guild members of items that have, or have not been selected

**Return of photographs and feelie pieces**

Photographs and feelie pieces of items not selected will be returned to the maker if a stamped large letter self-addressed envelope has been included with Form 1

Photographs and feelie pieces for selected items will be returned after the exhibition closes. These feelie pieces are used for the exhibition for the public to handle

**National Exhibition 2024**

**Section one (continued)**

**For items that have been selected**

Items that have been selected must be sent to arrive between 23rd and 28th September 2024, see form 3, payment details on form 5, at the address as given on the form

**Identification of selected items**

All selected items must have an identification luggage type label securely attached by using the label string to tie the label to the piece

The label information to include exhibition number, maker’s name, guild

Items that have a pole or such like for hanging must have the pole labelled with the maker’s name

**Hanging devices**

Wall hung items must have the appropriate hanging device

Framed items must have a hanging wire attached

Unframed items must have a ‘sleeve’ (a fabric tube stitched near the top back for the pole to slot through) and accompanied by an appropriate size pole for hanging

**Exhibition forms**

Accurate completion of the forms is essential

Read with care and complete fully

Read with care and send as instructed

**Hanging fees**

Information on form 5

Fees must be paid in full for the items to be included in the exhibition

See general submission for further information on packaging, selling

The AGWSD and Hay Castle reserve the right not to hang a selected item

All items are submitted at owner’s risk. The AGWSD and Hay Castle take no responsibility for damage or loss of an item so if you so wish, make sure your item is fully insured for all stages of the exhibition

**National Exhibition 2024**

**Section Two Non -Selected Items**

**Open Section of non-selected work**

**A removable book cover for an A5 or A6 slimline stapled or stitched notebook**

**Theme**

**‘Battles, Borders, Books’**

**Notebook cover**

A notebook cover for a slimline A5 or A6 stapled or stitched notebook

A cover with inside flaps for insertion of the notebook’s cover

Covers must include weaving or spinning or dyeing or a combination of these

Other textile techniques may be used

**Notebook to be included with cover**

Size A5 or A6

Slimline

Plain or lined pages

Stapled or stitched binding

Available at stationers and online

**Dates for submission for notebook covers including notebook**

Wednesday 16th September 2024 - date by which guilds collect items from their guild members for packaging and completion of paperwork

Notebook covers including their notebooks must be sent to arrive between 23rd and 28th September 2024 to address on form 4

**Hanging fee**

£5 per notebook cover with notebook

Payment details are on form 5

Notebooks covers that have not been paid by for by 28th September 2024 will not be hung

**Identification**

All book covers must have a tie-on luggage type label securely attached to the spine of the book cover

The information to include guild name, makers name, price/NFS

Items without identification, appropriate completed paperwork or payment of hanging fee will not be hung

See general submission for further information on packaging and selling advice

The AGWSD and Hay Castle reserve the right not to display any item

All items are submitted at owner’s risk. The AGWSD and Hay Castle take no responsibility for damage or loss of an item so if you so wish, make sure your item is fully insured for all stages of the exhibition

One notebook cover per maker

**National Exhibition 2024**

**Form 1: Entry to Selected Section**

**Completed form to be handed to your guild secretary for posting with photos, feelie piece in an envelope and a stamped large letter self-addressed envelope**

 **to arrive with exhibition committee between 24th - 31st July 2024**

Form 1 to be completed by each maker

Attach 2 pages of A4 photographs to this form, (multiple images permitted)

Mark which way up the photos are to be read

Place the feelie piece in an envelope and attach securely to this form with photographs

The feelie piece should be about 10cm square, small 5m lengths of spun or dyed yarns

The feelie piece must be of the item as submitted, including finishing

Photographs must not include any identifiable features of the maker, such as face.

Enclose a stamped large letter self-addressed envelope for return any unsuccessful entry photos and feelie piece.

If your item is selected the feelie piece will be displayed for the public to handle.

Please hand this completed form with photographs, feelie piece in an envelope, large letter stamped self-addressed envelope, to your guild secretary together with your entry fee of £5.

**Guild secretary:** please add this entry to the summary form 2 and send the entry fee to the submissions co-ordinator.

**Exhibit Title**……………………………………………………………………………………………

**Finished item Size: height, width, depth** in cm H……..……..W…..…………D..………..….

Please describe your work clearly and briefly, this will be used for exhibition labelling.

Please indicate hanging/presentation method.

Please tick all appropriate skills used: Weaving Spinning Dyeing

**Materials & Construction** …………………………………………………………………………………

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**Inspiration**…………………………………………………………………………………………………...

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**Additional comments** (use additional pages if necessary)……………………….…………………

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This lower portion will be removed for the selection process. Do not put any personal recognition marks above this line

Name:……………………………………………………… Guild: ………………………………………

Email address:………………………………………………………………………………………………..

If you have been weaving, spinning, dyeing for fewer than 3 years, would you like to be considered for the Lylie Smart trophy? Yes/No

**National Exhibition 2024**

**Form 2: Guild Summary Form to accompany entries for Selected Section– to arrive between 24th – 31st July**

Up to three items per maker may be submitted for this section

|  |  |
| --- | --- |
| Guild Name | **Please check that:** |
| Secretary | Application forms 1 are completed – one for each item |
| Address | Photos are securely attached to each form and do not have any identifying marks or images |
|  | The entry fee of £5 has been paid for each item via BACS, quoting your guild name in the reference field. BACS details: |
|  | Account name: **Association of Guilds of Weavers Spinners and Dyers Exhibition Account** |
| Post code | Sort code: **30-98-97** (Lloyds) Account number: **78045460**  |
| Phone | **Send this form** with the entries to the selected section co-ordinator: - |
| Email | **Sue White, Lambruk Cottage, Brampton Road, Madley, HR2 9LU** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Member’s name | Title of entry | Photo/s & feelie piece | Payment | Leave blank |
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Total number of entries…………………. Total payment…………………………….…

**National Exhibition 2024**

**Form 3: List to Accompany Selected Items**

To keep track of all selected items completion of this form is essential.

It is vital for the return of selected items

One completed form is required for each parcel sent.

 All items from the same guild will be returned to the guild secretary’s address.

**Selected items along with Form 3 should be sent to:**

**Sue White: Lambruk Cottage, Brampton Road, Madley, HR2 9LU**

**To arrive between 23rd – 28th September 2024**

All the items will be returned by post to the guild secretary after the exhibition.

Please write **clearly** for the safe return of the items

Guild name: …………………………………………………………………………………

Name of sender: ………………………………………………………………………………

Address for return: ………………………………………………………………….…………

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 ……………………………………………………………………………

Post code:………………………… Contact email:…………………………………………………………………………………...

Phone: …………………………………………………………………………………………

**Selected exhibition items**

All Selected items require a securely attached luggage type label showing:

**Exhibition Number (as sent to your guild secretary)**

**Name of Maker**  **Name of Guild Sale price/NFS**

All items requiring a hanging pole should have this attached or included, the pole to be labelled with the maker’s name and guild.

Mark the direction for hanging with arrows secured to the reverse of the item

Hay Castle are providing bilingual English/Welsh labels

In case of a query, please add your email address

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SelectionNumber | Maker’s Name | Maker’s email  | Sale Price/ NFS | Short description (max 30 words) | Label ✔ |
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**National Exhibition 2024**

**Form 4: Non-selected items notebook cover with notebook**

**List of items in parcel**

List all notebook covers (with notebooks)

One completed form 4 per parcel sent

Each item will require a small luggage type label attached to the back of the notebook cover, using the label string tied through the top of the cover back fold. (No pins or safety pins)

With the following information written clearly:

 \*Guild:

 \*Maker:

\*Sale Price/NFS

 Title [if applicable]:

 Techniques used:

 Inspiration (if applicable)

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| --- | --- | --- | --- | --- | --- |
| SelectionNumber | Maker’s Name | Maker’s email  | Sale Price/ NFS | Short description (max 30 words) | Label ✔ |
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All notebook covers, plus notebooks, from each guild must be in one parcel sent by the guild secretary.

**Each parcel will need a Form 4.** Please send parcels to:

**Mary Jolly:** **Hillview Cottage, Upton Bishop, Ross-on-Wye, Herefordshire, HR9 7TZ**

**Address for the return of the unsold notebooks:**

Guild name: …………………………………………………………………………………

Name of sender/guild secretary: ………………………………………………………………………………

Address for return: ………………………………………………………………….…………

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Post code:…………………………… Contact email:…………………………………………………………………………………...

Phone: …………………………………………………………………………………………

**National Exhibition 2024**

**Form 5: Hanging Fees for Selected and Non selected items**

This form is to be completed electronically once the hanging fees have been paid by BACS.

**BACS details**

**Account name:** Association of Guilds of Weavers Spinners and Dyers Exhibition Account

**Sort code:** 30-98-97 (Lloyds)

**Account number:** 78045460

Please email this form to exhibition@wsd.org.uk to arrive no later than 16th September 2024

**NB This form goes separately to the Exhibition Committee so please do not put it in the parcels.**

**Guild:**

**Secretary name:**

**Email:**

**Phone:**

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| --- | --- | --- |
| Exhibition Number | Maker’s Name | Paid |
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Selected items: hanging fee £15.00 each

Number of selected items: Total fee for items:

(The number of items should be the same as on Form 3)

Non selected items Section: Notebook covers: hanging fee: £5 each

Total number of notebooks covers (and notebooks):

Total fee for notebooks and covers**:**

(The number of notebooks covers should be the same as on Form 4)

Total amount paid (sum of 3 and4 above): **Total: £**

**Please email to:** **exhibition@wsd.org.uk**