

# POSTAL ENTRY FORM

## FACE2024

IF YOU WISH TO BE REMOVED FROM THE SOCIETY'S MAILING LIST PLEASE CONTACT THE SOCIETY'S SECRETARY, FIONA WHITEHOUSE:

EMAIL: [sps@portrait-sculpture.org](mailto:sps@portrait-sculpture.org)  
TELEPHONE: 07787 514622  
POST: 126 Greenhill Rd, Winchester, Hampshire SO22 5DU

BY COMPLETING THIS FORM YOU ARE AGREEING TO THE SOCIETY RETAINING ON FILE THE PERSONAL DETAILS YOU PROVIDE

Instead of completing this paper entry form you can apply online go to [www.portrait-sculpture.org](http://www.portrait-sculpture.org) and click on 'Open Exhibition'

## 60th EXHIBITION

# THE SOCIETY OF PORTRAIT SCULPTORS

**PLEASE NOTE THAT THE EXHIBITION IS BEING HELD IN THE SPRING OF 2024**

**15-28 April 2024**

**at The Garrison Chapel  
8, Garrison Square, Chelsea Barracks  
London SW1W 8BG**

**Annual Exhibition Prizes (open to all exhibitors less Society Council members)**

<b>The Sedlecka Award</b> The best three-dimensional human portrait	<b>£5,000</b>
<b>The Morris Singer Prize</b>	<b>£3,000 + a bronze casting - size to be negotiated with the foundry</b>
<b>The Tiranti Prize</b> The best exhibit by a portrait sculptor of 30 years old or under	<b>£500 + £250 Voucher</b>
<b>The Olin Prize</b> The best bas relief portrait	<b>£500</b>
<b>The Turnor Prize</b> The best exhibit by a first-time FACE exhibitor	<b>£400</b>
<b>The Lockbund Award</b> The best portrait of a child	<b>Full production costs of one life-size child's portrait head in bronze</b>

# Entry Rules

**GENERAL.** This is an open exhibition and any member of the public, worldwide, may submit work for selection. You are entitled to submit up to two works which may be of a head, bust or figure - human or animal, in 3D or bas relief. The work must be in a durable material, recent and not previously exhibited in London. If a base is included it must be securely fixed to the sculpture and be constructed to a high quality.

**SELECTION PROCESS.** Selection for this exhibition starts with an initial judging of work by photograph. You are required to provide **3 good quality photographs** of each work you are submitting, **showing front view and both left and right profile views**. Relief portraits should be photographed from the front and at 45degree angles left and right. **PLEASE NOTE: PHOTOGRAPHS MUST BE OF THE EXHIBITION-READY SCULPTURE. THE SOCIETY WILL NOT JUDGE WORK IF IT IS STILL IN ITS FINISHED MODELLING STAGE (E.G. STILL IN CLAY).**

**Please read the instruction below about how to photograph your work correctly.**

## Requirement for FACE Exhibition Entry photographs

Photographs submitted with your entry form need to be of high quality for two reasons: first, the judging panel needs to have a clear picture of your work during the selection process and secondly, if your work is selected for the exhibition the Society may wish to use an image in the exhibition catalogue.

So, here is some guidance:

- The density of the grain, or resolution, of the photograph is important. If you are not good at taking photographs yourself it might be worthwhile getting professional photos taken. The minimum resolution should be 300 dpi (dots per inch).
- For those submitting on-line the file size will depend a little on the subject matter in the photograph. Entrants should aim for a minimum size of 2mb per photo (the on-line entry form accommodates files up to 5mb per photo). The photos you upload to the on-line entry form should be a digital file in JPEG.
- Whether you are submitting a paper entry, or applying on-line, do not crop the photograph. This means that the image of your work should be central and well clear of the edge of the photograph. If your work is selected for the exhibition the catalogue editor will do the necessary cropping - so do not worry about extraneous background.
- When taking the photograph ensure that, where at all possible, it is in 'portrait' format (upright), that the subject is well lit and in sharp focus from front to back of the sculpture and that, preferably, you have a plain background.
- Hard copy photos sent by post should be 25 x 20 cms and printed to a high quality. If you do not have a good quality printer get them printed professionally or save to a CD and send with you application.
- Photos should be captioned (i.e written on the back of paper photos or 'saved as' for digital files) as follows: **Sculptor's Surname, Sculptor's First Name – title of sculpture, number of the photo.type of digital file** (for those submitting photos digitally). For example:

**Jones, Margaret – Sarah, no 1.jpeg**

**Jones, Margaret – Sarah, no 2.jpeg**

**Jones, Margaret – Sarah, no 3.jpeg**

If your work is selected by photograph you will then be asked to bring or courier the piece in for confirmatory judging at a collecting point in London.

**PACKING SCULPTURE FOR TRANSIT.** Sculptors who are not hand-delivering work to the removal company for final selection **must ensure that their work is carefully packed for transit in strong packing/crates/boxes which should be formed and adapted to the specific needs of their sculpture.** In addition, it is recommended that wood or lightweight bases are used for sculptures made of plaster, terracotta or other fragile materials to reduce the likelihood of damage in handling or in transit. Where necessary, each piece should be accompanied with instructions on how to dismantle and reassemble. The crating should have a clear sign of 'TOP' to keep it the right way up in storage, together with the title of the work and the name of the sculptor. Only professional or high-quality crating/packaging will be retained for the re-packing of work at the end of the exhibition. For those works that require complicated internal structures to secure the work, sculptors may wish to send photographs showing how they have been assembled and which will help the removal company to re-pack the work correctly for its return home.

**INSURANCE.** Work selected from photograph, but which is rejected at the final selection, will be stored at the artist's own risk and you are advised to provide your own insurance cover. Work selected for the exhibition will be covered to a maximum value of £500 with an excess charge of £250 while at The Gallery. During storage or transit with the removal company, loss or damage to selected work is limited to a maximum liability of £40 per item. Both are subject to the terms and conditions of the respective policies which exclude accidental breakage of items of a brittle and fragile nature. Exhibitors are advised to arrange their own additional insurance cover if required.

**PHOTOGRAPHIC USE.** In entering, exhibitors agree to have their work photographed for the Society's promotional purposes.

**ENTRY FEE (Society Members exempt).**

Age 31 or over on 12 January, 2024..... **£40 per exhibit.**

Age 30 or under on 12 January, 2024.....**£30 per exhibit.**

Entry fee payment for those sculptors based in the UK and who are applying online should use PAYPAL although payment by cheque is allowed if you prefer and the postal address is given on the entry form below. Those submitting from outside the UK, whether applying online or by post, should pay by Paypal. However, if Paypal is not available an entrant may make payment by bank transfer. Bank details are given in the entry form below.

**COMMISSION.** The SPS will retain a commission of 20% (before VAT, if charged) on works sold during the exhibition and calculated on the sale price less bronze casting costs. Costs of casting in other materials will not be deductible. This charge will also apply to commissions obtained during the exhibition.

**DEADLINES.**

Entry form, photographs and payment to be sent to arrive by **Friday 12 January, 2024**

Initial selection results sent out by **Friday, 2 February, 2024.**

Work accepted by photograph to be delivered to Clockwork Removals, northwest London, for final judging **on any weekday between 1000 and 1700** on or before **5p.m. 12 March, 2024.** Delivery instructions will be sent to you if your work is selected.

Results of final selection sent out by **Saturday, 16 March, 2024.**

**ENQUIRIES**

Please contact The Society's Secretary on [applications@portrait-sculpture.org](mailto:applications@portrait-sculpture.org)

# ENTRY FORM

PLEASE COMPLETE THE BOXES BELOW:

ARTIST'S FIRST NAME.....
ARTIST'S LAST/FAMILY NAME.....
ADDRESS:.....
.....
.....
POST CODE.....COUNTRY.....
TEL..... MOBILE: .....
EMAIL.....

## ENTRY 1

Title exhibit 1 .....

25-word biography of the subject of the portrait which will be used for the catalogue entry if selected (subject to editing – please underline any key words):

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Medium to be exhibited: ..... Size (height incl base, width, depth in cm): .....

Price as exhibited (include VAT if registered) or NFS: £.....

Edition no of exhibited work (e.g. 2 of 9) or 'unique' .....

Price in another material (state material.....): £.....Edition No or 'unique'.....

## ENTRY 2

Title exhibit 2 .....

25-word biography of the subject of the portrait which will be used for the catalogue entry if selected (subject to editing – please underline any key words):

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Material: ..... Size (height incl base, width, depth in cm):.....

Price as exhibited (include VAT if registered) or NFS: £.....

Edition no of exhibited work (e.g. 2 of 9) or 'unique' .....

Price in another medium (state medium.....): £.....Edition no in another medium or 'unique'.....

For UK based sculptors VAT number (if applicable): .....

**Eligibility for Tiranti Prize:** Will you be 30 years old or under on 12 Jan 24?..... date of birth.....

**Payment for FACE 2024 entrants**

**UK Entrants.** Please go to <http://www.portrait-sculpture.org/shop> to pay your entry fee using Paypal and select the relevant payment option depending on your age.

If paying by cheque please type 'yes' here: ..... Make your cheque payable to 'The Society of Portrait Sculptors' and send it to: Fiona Whitehouse, The Society of Portrait Sculptors, 126 Greenhill Road, Winchester, Hampshire SO22 5DU, United Kingdom, and write the title(s) of your work(s) on the back of the cheque.

**Non-UK Entrants.** All non-UK entrants should make the relevant payment option, depending on your age (see 'Entry Fee' above), by **Paypal**. However, if Paypal is not available an entrant may make payment by bank transfer **for which a transaction fee will be charged**. Bank details are:

HSBC Uckfield Branch  
Account name: The Society of Portrait Sculptors  
Account number: 21371266 Sort code: 40-45-32  
International Bank Account Number: GB59HBUK40453221371266  
Swift Code: HBUKGB4160N

Use this payment reference: **FACE2024 entry fee/ [last /family name of sculptor]**

For all those making a payment via Paypal or by bank transfer please ensure that it is made on the same date that the entry form is submitted in order to assist matching the two. And if someone other than the sculptor is making the payment please send a separate email to [applications@portrait-sculpture.org](mailto:applications@portrait-sculpture.org) to explain who the payment refers to.

If you are a UK taxpayer the Society would be grateful if you would complete the following Gift Aid Declaration. However, if you have completed one for the Society in the past please ignore.

**Gift Aid Declaration**  
(FOR UK TAX PAYERS ONLY)

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To: The Society of Portrait Sculptors

Name.....

Address.....

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.....Post Code.....

**Gift Aid Declaration** – To enable The Society to recover VAT on your payment please tick the appropriate box(es) below.

I wish The Society of Portrait Sculptors to treat as a Gift Aid donation my recent fee paid to the Society and all similar donations I make from the date of this declaration until I notify you otherwise.

I am a UK taxpayer.

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## SUBMITTING YOUR ENTRY FORM

### **To submit by post:**

Once you are happy you have completed this form correctly please print off and send it together with your photographs and cheque (if not using Paypal) to: Fiona Whitehouse, The Society of Portrait Sculptors, c/o PA:ANYWHERE, 126 Greenhill Road, Winchester, Hampshire SO22 5DU, United Kingdom.

### **To submit online:**

Once you are happy you have completed this form correctly and made your payment (**UK Entrants** using Paypal or cheque and **Non-UK Entrants** preferably using Paypal) please proceed as follows:

1. Save a copy of this entry form to your computer (e.g. My Documents) using 'Save As'.
2. Send this form as an attachment in Word or PDF (not Pages), together with your photographs, by email to [applications@portrait-sculpture.org](mailto:applications@portrait-sculpture.org) using the title 'FACE2024 Entry' in the subject line.  
If the file is too large to be sent as one attachment to an email **please send using WeTransfer.**
3. Receipt of your entry form will be acknowledged by email. It would be helpful to check your spam/junk mail from time to time in case this does not appear in your in-box. **If you have not received a confirmatory email within 48 hours of submitting your entry form, please contact Fiona Whitehouse at [sps@portrait-sculpture.org](mailto:sps@portrait-sculpture.org).**

PLEASE FILL IN ADDRESS BOXES IN **BOTH** ACCEPTANCE AND REJECTION SECTIONS ON THIS PAGE

## ACCEPTANCE NOTICE

Please print your name and address in capitals in the box below:

The Society is pleased to tell you that your work(s):

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Has/have passed the initial selection for the Society's 60<sup>th</sup> Exhibition at The Garrison Chapel, Chelsea Barrack, London SW1W 8BG based on the photographs provided.

You are now asked to deliver or courier the work(s) to Clockwork Removals Ltd., Unit 6, Bush Industrial Estate, Standard Road, London NW10 6DF (directions attached) to arrive for final selection **on any weekday between 1000 and 1700** on or before **Tuesday, 12 March, 2024**. Please ensure your name and title of the piece(s) are attached to the sculpture(s) not the packing. If you are arranging courier delivery, please mark the crate/packaging clearly "SPS FACE2024" and enclose this acceptance notice.

You may also arrange for another person to deliver for you, bringing this acceptance notice with them.

Only professional or high-quality crating/packaging will be retained for the re-packing of work.

The results of this final selection will be sent to you on or before 16 March, 2024.

PLEASE BE AWARE THAT WORK CAN BE REJECTED AT THIS FINAL SELECTION STAGE.

**Robert Hunt**  
Honorary Secretary

<b>Name</b> _____
<b>Address</b> _____
_____
_____
_____
<b>Post Code</b> _____

## REJECTION NOTICE

Please print your name and address in capitals in the box below:

The Society regrets to tell you that your work(s):

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has/have not been accepted for The Society of Portrait Sculptors 60<sup>th</sup> Exhibition at The Garrison Chapel, Chelsea Barracks, London but the Society hopes you will consider submitting your work again in the future.

**Robert Hunt**  
Honorary Secretary

<b>Name</b> _____
<b>Address</b> _____
_____
_____
_____
<b>Post Code</b> _____