

CCP SALON 2017 INFORMATION KIT

Important Dates

- Entries open – Friday 22 Sept 2017
- Entries close – Friday 3 Nov 2017
- **Drop off works – Wednesday 15 Nov 2017 and Thursday 16 Nov 2017, between 9am – 5pm**
- Early drop offs by appointment only
- *Salon* opening event – Thursday 23 Nov 2017, 6pm – 8pm
- *Salon* closing – Saturday 16 Dec 2017
- **Collect works – Sunday 17 Dec 2017 and Monday 18 Dec 2017**

If you're entering a photograph...

- Works must not exceed 80 x 80cm or 6,400cm/sq (this includes frames and borders).
- We have an all care, no responsibility policy. With such a large number of works to install, although we take all care we cannot take responsibility for damage made to work submitted to the CCP Salon. **We do not take responsibility for unframed gloss or cotton rag prints as they are very fragile.**
- If pinning your work we recommend you use the following papers to minimise handling damage. Papers: A C-type print process is preferable (matt or lustre surface). Recommended Inkjet print papers are pearl/ lustre and fibre (bartya) surfaces. If you are unsure of the printing process please ask your printer.
- All works must be ready for installation when dropped off. CCP only accepts works that can be hung using the following methods:
 - Pinning prints directly to the wall (**this is our preferred method! We encourage unframed prints that can be pinned directly to the wall.**)
 - If the work cannot be pinned (i.e. work in frames, or if the work is a canvas or lightbox) it must have one of these secure systems:
 - D-rings (pictured below left)
 - Split batten hanging system (pictured below right)



- **DO NOT USE:** adhesives that adhere directly to the wall such as double-sided tape and velcro, clip frames, or Mylar tabs.
- **MOUNTED WORKS WILL NOT BE ACCEPTED – only framed or pinned work.**
- If you have a different method for hanging to the ones discussed above, please call CCP.
- Artists with a series consisting of two or more images must provide instructions for the installation of their work. We cannot guarantee that multiple entries of a series will be hung together.
- Each work must be labelled on the reverse with your name, the work's title, and your phone number.

- Works above the maximum size limit or works deemed unsafe to hang will not be exhibited and no refund will be issued.

If you're entering a video work...

- Video works must be looped.
- **CCP is not responsible for providing technology for displaying screen-based works.** However, some technology and equipment for displaying screen-based works may be available. Please email salon@ccp.org.au or call CCP on 03 9417 1549 about the availability and reservation of equipment (including headphones), as this will be given on a first come first served basis.
- All entrants providing their own equipment for screen-based and 3D works must ensure associated equipment, including remote controls, are supplied and labelled. Installation requirements must be made clear.

If you're entering a photobook...

- Photobooks must be self-published.
- **Books must be exhibition copies; CCP will provide white gloves for handling but will not be responsible for any damage incurred during the course of the exhibition.**

Entries

- Entries open Friday 22 September 2017 and **close Friday 3 November 2017.**
- *CCP Salon* is open to all Australian residents.
- Entry forms must be completed and submitted online by the entry close date. Late entries will not be accepted.
- Entries can include analogue and digital photography, DVD/film/video, 3D works utilising photo-media and self-published photobooks.
- The number of entries is limited to six per person. One work/photograph per entry.
- **Changes to artwork names, dimensions, mediums or dates will not be accepted after entry forms have been submitted.**
- All entries will be acknowledged via email.
- Entry fees are non refundable, please consider other commitments before entering.
- Entry fees for 2017 *Salon* are:
 - Non-members: \$70 per entry
 - Students/Members: \$40 per entry
- Entrants are invited to submit a **1 MB JPEG** of their entry to be used for the promotion of *CCP Salon* on the CCP Facebook, Twitter and Instagram pages. Please note, entrants who submit their image/s are subject to Facebook's terms and conditions as stated on their site www.facebook.com/legal/terms, Twitter's terms and conditions as stated on their site <https://twitter.com/tos>, and Instagram's terms and conditions as stated on their site <http://instagram.com/about/legal/terms>.
- Please also note that CCP may or may not use your image for promotion, this is at CCP's sole discretion.

HOW TO ENTER:

- You can only enter CCP Salon online. Follow the link on the CCP website, which will take you to an external webpage, and fill in the entry form.
- Please ensure you fill out your form carefully and accurately as this creates the wall label that accompanies your work. These details cannot be changed once submitted.
- Please ensure you read the Terms & Conditions (which can also be found on our website) in full, as CCP Salon entries are non-refundable.
- Drop off your work/s to CCP on the specified dates. Each work must be ready for installation in accordance with the installation requirements listed above. Works must be labelled on the reverse with your name, the work's title, and your phone number. All work entered will be hung unless it is not in accordance with the terms and conditions.
- Collect your works from CCP on the specified dates after the exhibition.

Dropping off works

- Works must arrive at CCP on Wednesday 15 Nov 2017 or Thursday 16 Nov 2017 between 9am and 5pm.
- Works may be dropped off at an earlier date by appointment only.
- **Works will not be accepted after these drop off dates.**
- Works should arrive at CCP **clearly labelled on the back** with the artist's name, telephone number, and title of the work.
- Works that are hand delivered must arrive without packaging and be signed in upon delivery.
- Artists must take responsibility for the transport of their work to and from CCP, including insurance and secure parking for freighted work.
- Artists who mail or freight their work to CCP must supply return packaging and labels and arrange for return transportation. Please note that Australia Post does not offer a 'fragile' service. Please contact CCP for advice on installation and freight packing if required.
- **Please make sure you have read and adhered to all requirements listed under the "If you're entering a photograph... / If you're entering a video..." sections above BEFORE DROPPING OFF YOUR WORK.**

Collecting works

- Works **must be collected on Sunday 17 Dec 2017 and Monday 18 Dec 2017**, 9am – 5pm.
- Please note that due to the timing of the exhibition, all work to be returned via post will not be returned until mid January.
- Artists whose works are not collected on these days will incur a \$50 late fee and an additional \$50 fee for each week the work remains at CCP, not including the three weeks CCP is closed over Christmas/New Year period. CCP will be closed from Friday 22 December and reopen Wednesday 10 January.
- CCP will dispose of any works left uncollected by the 31st of January.

Selling works - Pricing

- **PLEASE NOTE:** a commission of 33% will be taken on all works sold. It is your responsibility to factor this into your total price.
- Artists are required to supply CCP with a tax invoice or statement by a supplier if their work is sold.

- **Please edition your work:** if you wish to sell only one copy please list it as 1/1; if you wish to sell more than one copy of the work please edition accordingly –we do not recommend editioning a work higher than 15.

For example: *If you want to receive \$100 from the sale of your work:*

\$150 - 33% CCP Commission (\$49.50)

= \$100.50

Therefore if you wish to receive \$100 from the sale of your work you will need to set the price at \$150.00. This is the price that you will fill in on your entry form, and that will appear on your wall label in the exhibition.

- **CCP Salon also accepts entries that are NOT FOR SALE.** Should you not wish to sell your work, please write 'Not For Sale' in the 'Price' section of the online entry form.

Prizes

- There will be a total of 34 prize categories for the 2017 *CCP Salon*, with prizes from 30 leaders in the photographic industry.
- Prize winners will be chosen by this year's judging panel: Phillip Virgo, Director of Colour Factory; Hoda Afshar, Artist; Pippa Milne, CCP Curator; Linsey Gosper, CCP Gallery Manager, Non-voting Chair.
- Prize winners will be announced at the exhibition opening and the results will be posted on the CCP website by Wednesday 29 November 2017.
- The decisions made by the judges are final and no correspondence will be entered into.
- Prizes are non negotiable.

Further conditions

- CCP reserves the right to make selections for the exhibition that may be determined by available space. In the event that a work is excluded because of lack of space, a full refund will be provided.
- Each entry will be shown unless deemed offensive, too fragile, dangerous or not ready for installation.
- If you are photographing children you must refer to protocols developed by the Australia Council (australiacouncil.gov.au) before entering *CCP Salon*.
- Insurance is the sole responsibility of the entrant.
- All care will be taken, however CCP will not be responsible for any loss or damage caused to the work, howsoever caused.