

**Summer Show, Somerset House, 13 – 16 July 2024**

Exhibition Proposal Form

Please complete this form with the details of your Summer Show exhibition proposal by **Thursday 28 March 2024.** Please ensure you have read the [Summer Show Brief](https://saturdayclubtrust.sharepoint.com/:f:/s/SCTShare/ElC8KbOngypPr-5gtt3xTpYBG_qh0tqlxc9Vx0BVQD3Kyw?e=uaOWX2) to inform your Club’s Summer Show plans before completing this form.

Answers can be submitted through the [online form](https://saturday-club.org/exhibition-proposal-form/) or by completing this word document and sending to [programmes@saturday-club.org](mailto:programmes@saturday-club.org).

There is also the opportunity to join planning meetings with our exhibition team w/c 5th March. [Click here](https://saturday-club.org/summer-show-meeting-booking-form/) to sign-up for one of the sessions.

**CLUB DETAILS:**

**Your name:**

**Name of host institution:**

**Email:**

**Club subject:**

*Please choose one and delete others as necessary:*

Art&Design  
Craft&Making

Fashion&Business  
Film&Screen

Performance&Theatre  
Science&Engineering  
Society&Change  
Writing&Talking

**PART ONE: DISPLAY FORMAT**

**Which display format have you selected?**

*Please choose one and delete others as necessary:*

**A1 / A2 / B1 / B2 / B1a / B2a / C1 / C2 / D1 / E1 / E2**

|  |  |  |
| --- | --- | --- |
| *The table below shows the display formats you can choose from.*  *Please refer to the* [*Summer Show Brief*](https://saturdayclubtrust.sharepoint.com/:f:/s/SCTShare/ElC8KbOngypPr-5gtt3xTpYBG_qh0tqlxc9Vx0BVQD3Kyw?e=uaOWX2) *for more information on each format.* | | |
| **A : WALLS** | **A1:** 1.1m x 2.1m  (Portrait) Lightweight | **A2:** 1.1m x 2.1m  (Portrait) Heavyweight |
| **B: STANDING** | **B1: Table**  1.1m x 1.1m x 0.8m | **B2: Plinth**  1.1m x 1.1m x 0.4m |
| **B1a: Semi Table**  Semicircle 1.2m diameter | **B2a: Semi Plinth**  Semicircle 1.2m diameter |
| **C: SUSPENDED** | **C1: ‘Booth’**  2.1m x 1.1m x 1.1m | **C2: ‘Frame’**  2m x 1m x 1m |
| **D: DIGITAL** | **D1: Max 10 mins** |  |
| **E: MANNEQUIN** | **E1: Standard sized mannequin- male** | **E2: Standard sized mannequin- female** |

**PART TWO: DESCRIPTION OF WORK**

Please provide a short, written description of the work you will submit including key themes and approaches. This text will be used to create a descriptive panel featured alongside the work at the Summer Show as shown below:

A close-up of a sign

Description automatically generated

|  |  |
| --- | --- |
| **Key theme/s**  *e.g. collaboration, upcycling, local industry and culture* |  |
| **50-word description of displayed work**  *e.g. This giant trainer was made collaboratively from waste materials. Using upcycling, deconstruction and reconstruction skills, the Club members took inspiration from Birmingham and their individual cultures to create a unique piece.* |  |

**PART THREE: FURTHER INFORMATION**

|  |  |
| --- | --- |
| **Further information on display types A / B / C / E** | **Please provide details below, where possible, include images to illustrate:** |
| Format of work: | *e.g. A ceramic jug with decorative adornments* |
| Dimensions of work (w x h x d): | *e.g. 50cm wide x 70cm high x 50cm deep* |
| Materials used: | *e.g. Porcelain, cracked tiles and sewing needles* |
| Estimated weight: | *e.g. 2kg* |
| Fixings:  *(Please let us know if your work requires special fixings and if you will be providing these)* | *e.g. We will provide museum putty as it’s a little unstable* |
| Power requirements:  (*If your display requires a power source, please provide specific details of this requirement)* | *e.g. We have included a LED lighting strip to go inside the vase – this needs a mains connection.* |
| Any additional notes:  *(Include here notes on position requirements.)* | *e.g. Please position so that the spout is facing to the ‘front’ of the display* |

|  |  |
| --- | --- |
| **Further information on display type D**  *This section is only relevant if you have selected display option D. All digital content presented should be compiled into one file for display. Please provide details of the digital file you intend to supply below.* | **Please provide details below:** |
| File name: |  |
| File size: | *e.g. 3GB* |
| Duration: | *e.g. 4min 23sec* |
| Any additional notes: |  |

**PART FOUR: DELIVERY AND COLLECTION**

**Arrangements for delivery to Somerset House on 4 & 5 July**  
*Please choose one and delete others as necessary*

* We will deliver the work in person to Somerset House
* The work will be sent to Somerset House by post/courier
* We will send the work digitally

*If other, please provide details:*

**Arrangements for collection after the Summer Show on 18 & 19 July**  
*Please choose one and delete others as necessary*

* We will collect the work from Somerset House in person
* A courier will collect the work from Somerset House
* We will not be collecting or keeping the work and give our consent for this to be suitably disposed of
* Other

*If other please specify:*

Thank you for completing this form.

Please send the completed form to [programmes@saturday-club.org](mailto:programmes@saturday-club.org) along with any images or visuals you would like to provide to illustrate your proposed display.