

HOME

The Manchester Open

How to submit your work

Introduction

The Manchester Open exhibition will be held at HOME, a centre for international contemporary art, theatre and film located in central Manchester. The exhibition opens on Sat 17 January and runs until Sunday 15 March 2020, with a Preview to be held on the evening of Fri 16 Jan 2020 .

We welcome applications from anyone who currently lives in Greater Manchester (ie in the boroughs of Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford or Wigan), from artists and artist groups who are at any stage of their career. This includes new artists, hobbyists, students and established artists, working in a wide range of artwork styles.

The **Manchester Open Awards** will continue to be confirmed during the submission process, but we anticipate there will be no fewer than five awards to the value of £2,000 each.

This includes the inaugural **bOlder Greater Manchester Prize** (see below). All awards are granted as part of an artist development package – we wish to discuss with recipients how best to allocate the money to help them develop, such as research, materials, studio rent, skills training, website build, travel, artist residencies, or to support the production of new work.

The **Manchester Open People's Choice Award** will be chosen by attendees to the exhibition, who will be encouraged to vote for three works by in-person ballot, each receiving one vote of equal value apiece.

Submissions will be open from Monday 15 July 2019 and the deadline for submitting an artwork is 23:59 on Monday 7 Oct 2019. You can submit a maximum of two pre-existing original artworks.

If you require more guidance on how to prepare and submit your work then please take a look at the FAQ and other guidance documents available at the Manchester Open HOME website. Or talk to us in person at one of our drop-in sessions detailed below.

What to prepare ahead of completing the Application Form

We advise that you draft the following details in a separate document ahead of completing the online application form.

- 1) **Contact name:** If more than one person has made the work, a lead contact

must be decided upon

- 2) Contact email address
- 3) Contact postal address
- 4) **Contact telephone number**
- 5) **Quantity of artworks to be submitted:** Maximum two per person or group
- 6) **Description of the artist or group who created the work:** 500 characters maximum

This could include information such as:

- The name you use as an artist or group (if different to your real name)
- Where you were born and raised
- Where you currently live
- How long you have been making artwork
- If you are self-taught or have any formal art education
- Your artistic influences, choice of mediums and techniques
- Exhibitions that you've taken part in, if any

- 7) **Name of the artwork:** 80 characters maximum
- 8) **Description of the artworks themes:** 300 characters maximum. This could include information such as:

- What images, events or concepts does the artwork depict or explore?
- What emotions or experiences are you hoping the work will offer?

- 9) **Physical description of the artwork:** 300 characters maximum. This could include information such as:

- Size - this is the most important!
- Mediums and materials
- How you prefer the artwork to be displayed (your work may require something specific or unusual)
- Details of the artworks frame, or type of material it is presented on

- 10) **Category of artwork:** Artworks must fit within one of the following categories

- Painting and Prints
- Illustration and Drawing
- Photography
- Audio/Visual
- Sculpture and Object
- Digital and Mixed Media
- Spoken Word and Performance

Image of the artwork ready to upload - Must be JPG, JPEG, PNG, TIFF, TIF and maximum file size 12MB (Files sent by email will not be accepted).

11) The website address of where your moving image or audio works are hosted:

This must be hosted on your website or a 3rd party website such as:

- Vimeo: <https://vimeo.com/>
- YouTube: <https://www.youtube.co.uk/>
- Soundcloud: <https://soundcloud.com/>
- Deviant art: <https://www.deviantart.com/>

If you have made the artwork password protected, then you must supply the password in your application. Files sent by email will not be accepted.

12) Would you like the artwork to be for sale?: Yes, no, or unsure at this stage?

13) If yes to the above, what is the cost?

Guidance & advice

Our guidance documents should be your first port of call. But If you would like to speak to someone in person about the application process, please contact manchesteropen@homemcr.org or head to one of our drop in sessions to speak to the Manchester Open team.

Dates for drop in sessions TBC

Process of entry

- You must complete the online entry form in order to be considered
- The deadline for submitting an application is 23:59 on Mon 7 Oct 2019. Entries cannot be submitted after this deadline.
- You can only submit a maximum of two works per person.
- The Manchester Open selection panel will then choose from submissions for the exhibition. Selected artists will be notified week beginning Mon 5 Nov 2019.
- The Manchester Open exhibitors will be announced publicly week beginning Mon 11 Nov 2019.

Delivery of selected works

Works should only be delivered to HOME if you have received specific instruction to do so. Notification will be sent by email requesting that works be delivered.

Please note: Works must be unpacked before they are handed over to HOME. Crates cannot be stored at the venue. We cannot accept works that are wrapped and delivered by a commercial courier, such as DHL/UPS. However, we can accept

works delivered by third parties such as art transport agents so long as they are prepared to unwrap the works before they are handed to us.

Transportation will not be organised by HOME and expenses associated with transportation will not be borne by HOME.

For freestanding works you should **not** deliver display plinths. Plinths will be provided by HOME for exhibited works. If your freestanding work has specific requirements for display, please contact us if it is shortlisted for the final round of judging.

How artwork should be prepared if selected

Two-dimensional works

- All two-dimensional works submitted **are requested** framed. **The use of simple, neutral coloured frames is strongly encouraged.** Metal, glass and Perspex clip frames are not acceptable. **In the event that you choose to submit an unframed work, it will be strictly at your own risk.**
- Frames must have no protrusions or hanging fixtures on the reverse. HOME will affix attachments to the frame.
- Works that comprise more than one part must be clearly identified as one work. Please see the FAQs for how to label the parts of your work.
- We suggest that you add soft padding to all corners of your work for transportation.

Inadmissible work

The following types of work are inadmissible:

- Works that are over the specified size limit of 244 x 350cm (excluding sculpture and, where any one part should not exceed 200cm on the longest side and the total weight must be no more than 1,000kg when packed).
- Works that have already been exhibited in city-centre Manchester.
- Works that contain noxious or toxic substances, have flammability below 50°C, contain human tissue, or incorporate dangerous electrical appliances. Note: all electrical appliances must be accompanied by current PAT test certification.

Pricing of work and sales procedure

Please refer to the FAQs for information on how to price your work. You will be required to state the price you wish to charge for your work on your application form. This price cannot be changed.

All prices stated on the Entry Form should include UK postage and packing for sending unframed prints from the edition to Purchasers.

Collection of work from HOME

At the close of the exhibition works that are exhibited must be collected from the HOME between Mon 16 March and Sat 21 March 2020.

Please refer to the Terms & Conditions and guidance documents for more details on the Manchester Open.