

**Important Dates:**

Monday 24 <sup>th</sup> to	Thursday 26 <sup>th</sup> June	Set-up of CEAD Exhibition
<b>Thurs 28<sup>th</sup> June</b>	<b>CEAD Exhibition Opens – 6:30pm – 8.30pm</b>	
Exhibition runs	Friday 28 <sup>th</sup> June - 10am to 5.00pm	
	Sat 29 <sup>th</sup> June – 10am – 5.00pm	
	Sun 30 <sup>th</sup> June – 2 pm to 5.00pm	
	Monday 1 <sup>st</sup> to Thursday 4 <sup>th</sup> July – 10am to 5pm	
	Thursday 4 <sup>th</sup> July - 10am to 2pm	
4 <sup>th</sup> July	CEAD Exhibition <b>Closes – 2pm</b>	
4 <sup>th</sup> July	Handback Work – from 2.30pm to 4:30pm*	
5 <sup>th</sup> July	Hand back Work – from 10am to 4:30pm*	

\*All work must be removed from the college during these times only.

**Please Note that Diploma, DV+I and P+DI students submit their work directly to the exhibition and are responsible for their own set up. – submission forms must be in by Friday 7<sup>th</sup> of June.**

<p><b>5 reasons to submit your work</b></p> <ul style="list-style-type: none"> <li>• Be confident – your work really is good enough!</li> <li>• You will feel proud to see your work in the exhibition</li> <li>• It's fun to take part – especially opening night</li> <li>• You may sell your work</li> <li>• You may win one of the many prizes</li> </ul>	<p><b>Type of work to submit</b></p> <p>Work can be 2D/3D/film/video, large or small, and portfolios. Please include your notebooks as they are always popular!</p> <p><b>Health &amp; safety</b></p> <p><b>Please double check your health and safety guidelines re hanging/displaying your work.</b></p>
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Information will also be available on the CEAD website and Facebook page.

**Keep in Touch**

**ESU:** For information on the exhibition you can contact the ESU by emailing us or check Facebook for the latest news.



[ncadesu@gmail.com](mailto:ncadesu@gmail.com)



[www.facebook.com/ncadesu](http://www.facebook.com/ncadesu)

**CEAD:** For all other information on CEAD please contact the CEAD office at [cead@ncad.ie](mailto:cead@ncad.ie) or look up <http://www.ncad.ie/continuing-education>

**See next page ↓**

## CEAD Student Exhibition: 27<sup>th</sup> June – 4<sup>th</sup> July 2019 (Opening 6:30pm on 27<sup>th</sup> June)

### APPLICATION FORM & CONDITIONS OF ENTRY - PLEASE READ CAREFULLY

#### 1. Entry requirements

Please fill out the direct application form digitally with as much detail as possible. The following details are a requirement;

- The title of the work (all work must have a title even if it is just numerical) this makes cataloguing your entry in the exhibition catalogue so much clearer, especially for sales.
- Display requirements - this greatly assists us in designing a suitable space and obtaining the correct methods of display for your work.
- The price for your work or if you would rather not sell the work please indicate by writing NFS in the price column.

#### 2. Dates for hanging of work

**24<sup>th</sup> – 26<sup>th</sup> of June 10am – 4.30pm in the Design Building (location possibly may change we will keep you posted)**

Audio and Video work should be submitted on USB, CD or on an appropriate playing device and will require your assistance to set up along with written guidelines for operation for the invigilators during exhibition run. The college does **not** provide audio visual equipment.

#### 3. Labelling

All work must be clearly labelled to show:

- a) Number
- b) Student's Name
- c) Title of Work – no untitled work please.**
- d) Medium
- e) Course
- f) Price per piece (use NFS if not for sale)

2D work: A label should be stuck securely to the back of the work. If submitting work in a portfolio, the portfolio should also be labelled with the student's name and the number of works submitted. Ensure that all works submitted in portfolios are individually labelled on the work.

For framed work, attach an additional label by string with the same details to the back of the frame; the string should be long enough to allow the label to hang over the front of the frame.

3D work: Two labels with the above details (a) to (f) are required. One should be stuck to the underside of the 3D work and a second label which can be read without lifting the work itself.

#### 4. Commission

A commission of 20% will be charged on all work sold from the Exhibition.

#### 5. Prizes

All exhibiting students are eligible to win a prize including the main ESU Prize of €500.

#### 6. Collection of unsold and unselected work

The exhibition will open at 6:30pm on Thursday 27<sup>th</sup> June and close on Thursday 4<sup>th</sup> July at 2 pm. Please collect your work, or ask somebody else to, between 2.30pm and 4:30 pm on Thursday 4<sup>th</sup> July or from 10am to 4:30pm on Friday 5<sup>th</sup> July. All unsold and unselected works must be removed from the Design Building by 4:30 pm on Friday 5<sup>th</sup> July 2019. **Uncollected works cannot be stored in the college or elsewhere.**

#### 7. Responsibility

NCAD, CEAD, the Evening Students Union will not be responsible for any damage to or loss of work. Students should ensure that they have appropriate insurance.