**An opportunity to exhibit your work at RSM in Guildford**

Dear Artist,

The Guildford Art Society are invited by the Management at RSM, to hang work in our light and bright office in Guildford.

We already have a hanging system in place and currently have enough space for about 20-25 pictures, depending on the picture sizes. Work must be well presented and ready for hanging.

The Management would like to receive work digitally, and we propose to change work quarterly, so please make sure, where possible, the work you submit will be available for the next quarter to be hung early October.

Members would be expected to deliver the chosen work to RSM in Guildford and remove unsold works on appointed dates. Should your art be sold during the time in our office, the artist will receive the amount, minus just 5% to the Guildford Art Society. Any transactions will be dealt with by the artist and the buyer.

In order for the Management of RSM to deal with sales, we must have permission from the artist to allow us to hold your contact details. Artists may insure their art if they wish.

If you would like to submit work, please send up to 3 of your images with:

Artist’s name

Title of work

Medium

Size (incl frame)

Price

When taking photos of your work, please take a straight on, clear, close-up image. It may be easier to take the photo with the work unframed, so there is no glare from the glass.

Please make the details of each work clear and all in one email please, to: [dee.hughes@rsmuk.com](mailto:dee.hughes@rsmuk.com) Please submit your work asap and by **Monday 30th September 2019**. Our staff at RSM will then choose the work and contact you, to arrange the drop off dates/times.

Please note – not all work will be chosen – if your work is not chosen at this time, please don’t worry, it may be that we have decided on a colour scheme or other factor and there may be more opportunities in the future to display your work, if you wish to participate at a later date.

We look forward to receiving your images!

With very best wishes,

**Dee Hughes**  
**RSM UK Tax and Accounting Limited**