



# HAMPSHIRE open studios 17-26 August 2019



ACJ Wessex Studio Jewellers  
& Guest Artists & Makers

**An Exhibition by ACJ Wessex Studio Jewellers & Guest Artists & Makers  
at The Nutshell in Central Winchester during Hampshire Open Studios Event  
17th to 26th of August 2019 (Preview Evening 16<sup>th</sup> August)**

[ACJ Wessex Studio Jewellers](#) are excited to announce we have secured an exciting new venue for our members to show their work during the [Hampshire Open Studios](#) event that takes place between the 17th and 26th of August. We are now actively looking for high quality artists and makers in other disciplines to join us to make this a fantastic must visit destination in the guide.

**The Venue:**

The Nutshell is located in central Winchester just off the high street – 15 Kings Walk, Winchester, Hampshire SO23 8AF. Further information about the venue can be found via their website [www.thenutshellwinchester.com](http://www.thenutshellwinchester.com) and Facebook page <https://www.facebook.com/thenutshellwinchester>

**Exhibition Space:**

We will be hiring the downstairs space of The Nutshell (approximately 12m x 9m) and the foyer area. There will be some 2m wide x 1.5m spaces (exact size to be confirmed) and a small amount of wall space. The spaces are ideal for 3D work and there will be tables available should you need them. 2D work can also be considered for spaces if you have ways to display your work such as self-supporting boards, browsers or easels etc. For those that don't have these, there is a small amount of wall space so if you'd like to be considered for this please complete the application and we will contact you when we have further details available.

**Promotion:**

We will be taking a full page entry in the Hampshire Open Studios A5 size guide and also printing additional flyers that we will be distributing around the town before the event. The walkway to the venue where the Nutshell is located is directly opposite the Brooks shopping centre and we will have Hampshire Open Studio signs up on the busy main walkway to attract people to the Nutshell on route to the main high street. We (ACJW) have a large mailing list that will be used to promote the event, plus we will be creating a Facebook event page and encourage participants to post on that and promote the event themselves via their own mailing lists and social media.

**Dates:**

Set Up Days: Thursday 15th & Friday 16th August

Preview Evening: Friday 16th August (times to be confirmed).

Open: 17th to 26th August (Daily 10am-5pm but to be confirmed)

Breakdown: 27th August (possible 28th of August too)

**Preview Evening:**

Preview evening on the 16th (details and times to follow later).

**Set up/Breakdown Access:**

There is access directly into the room for loading and unloading at the rear of the building but space is limited so cars will have to be moved promptly to one of the many nearby car parks. There is disabled access to the venue.

**Parking During the Event:**

Whilst stewarding, the cheapest parking is the park and ride which is a maximum of £3 per day. Alternatively parking nearer to the centre is £7 per day and in the centre is £15 per day. For further details please see this [website](#) and this one for [public transport](#) information.

**Security & Insurance:**

The Nutshell will be locked when we leave. There may be some workshops running in the upstairs space during the day but at present there are no events booked for the evening. If there were someone would be at the reception to make sure no one enters our exhibition. You must have Product & Public Liability Insurance cover during the event. A copy of which will be required if you are successful. The Nutshell will not take any responsibility for work so it is your responsibility for insuring your work during the exhibition.

**Stewarding & Space:**

If possible we would encourage that you be there everyday as there is no substitute for the artists/maker selling their own work directly to visitors. However, given the length of the exhibition we understand this is not always possible so we have given various options with spaces starting from as little as £14 per day for an approximate 2m x 1.5m area if you steward everyday. The cost then varies on how many days you can be there, increasing £10 per day for each day you don't steward, with a maximum stand cost of £220 plus two days stewarding. All sales are taken at the sales desk and are subject to a 15% commission charge to cover commission to the venue and processing fees.

**Sales:**

All sales must be processed by ACJ Wessex members at the sales desk and recorded on the daily sales sheet. We expect all stewards to help talk to visitors and help with selling everyone's work, although all jewellery enquires will be dealt with by ACJW members. If you are unable to be there everyday then all work must be clearly labelled and you will need to ensure that packing materials are available.

**Payment:**

All sales will be taken by ACJ Wessex and settled promptly after the show minus the 15% commission and paid by BACS.

**Labelling Work & Stock Sheets:**

ACJW have a system where by all work is individually labelled with a code e.g. your initials 'XX-01, XX-02 etc' and the price. This corresponds to a stock sheet which you complete. This system acts as a cross reference to ensure that in your absence (if you can't steward all the time) that the correct item is being sold. It is also useful to help answer visitors questions and look up information about the piece, for example what it is made from, if it is a one off etc. If you would like examples/templates of our labelling and stock sheets, please get in touch. Stock sheets are not compulsory so you would be welcome to label your work with a title/ID and price so we can record this so you know what has been sold.

**Daily Sales Sheet:**

In order to keep track of sales at the end of each day we will email out the summary of the sales sheet so you can see what has been sold.

**Application Form:**

If you would like to have your work considered for selection, please complete the Application Form, which can be submitted online. If you would prefer to print the form and email it along with images, please send them to [designer@georginaettridge.co.uk](mailto:designer@georginaettridge.co.uk)

**Deadline:** Sunday 21<sup>st</sup> April 2019

We appreciate this is a tight time-scale but if possible we would like to offer some if not all of the spaces by the 26th of April so we can include some (non-jewellery) images in the HOS guide. We may still have spaces after the deadline above but this cannot be guaranteed.

**Application Process:**

Once you have completed your application you will be notified of its status by the 26th April 2019. If successful and you wish to accept your space you will need to confirm and pay a 50% non-refundable deposit by the 3<sup>rd</sup> of May (if for any reason the event is cancelled then you will be refunded in full).

We are hoping that this will be a successful venture for all involved with the long-term view of making it an annual event. In the future we will be sending out application forms much earlier.

I hope this has covered any questions that you may have, but if there is anything else you would like to ask please email [designer@georginaettridge.co.uk](mailto:designer@georginaettridge.co.uk). We look forward to receiving your submission.

Apply for selection using the online  
[Application Form](#)

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**For further information about ACJ Wessex please visit our pages:**

Website [www.acjwessex.co.uk](http://www.acjwessex.co.uk)

Facebook [www.facebook.com/acjwessex](http://www.facebook.com/acjwessex)

Instagram [www.instagram.com/acjwessex](http://www.instagram.com/acjwessex)