

SURREY GUILD OF CRAFTSMEN

Checklist and notes for applicants

Please print and complete this checklist and *include it with your submission*.

Name of applicant

Date

Email address *and* phone number

My submission includes:

- A cheque** for £20 made payable to Surrey Guild of Craftsmen
- Or, I posted a cheque for £20 made payable to Surrey Guild of Craftsmen on _____
- Four to six examples of exhibition quality (that is, top quality) work
nb photographs alone are not sufficient
- A printed** CV and/or maker's statement

In addition to the essential items listed above, I have also included: (delete items not applicable)

- Photographs of my work
- Additional examples of my work
- Supporting information as follows: _____

Please note

- Your work should reach the Surrey Guild Craft Gallery in Milford, Surrey **by 4pm** on the day before the assessment.
- You won't be present in person at the assessment.
- Members of the selection committee make their assessment based on what they see on the day. To give yourself the best chance you should submit your best work.
- Be sure to include a printed CV and/or maker's statement with your submission. Committee members will not have time to download any material from a website or to view the contents of a CD on your behalf.
- The membership secretary will contact you to let you know if your application has been successful as soon as possible after the assessment. However, sometimes there may be a delay of a few days before we are able to let you know.
- Unless you hear to the contrary, you will be able to collect your work from the Surrey Guild Craft Gallery on the day following your assessment.