Meeting at Tetbury Goods Shed 5th November 2026 re: Tetbury Art Society Exhibition 6th January to 14th February 2027

Jenny Riley, Fiona James, Jo Brown

1. Agreed 25% commission will be taken by the Goods Shed on any picture sold.
2. TAS will draft entry form with all details of artist and picture – one picture from each member – and a bio to create two folders, one with info about artists and one with entry forms giving contact details etc. Each member will pay £5 for entry fee to TAS.
3. TAS will do labels with a price and purchase Command tape to affix to wall
4. If one sells then a red spot will be affixed until the end of the exhibition unless the purchaser is visiting Tetbury whereupon the artist will be contacted for a replacement.
5. Sales will be taken on the desk by Goods Shed staff and the balance after 25% commission taken will be transferred to TAS bank account. This will be sent by TAS to the artist. Hopefully simplify matters!
6. There is a table which should be manned by TAS stewards between Wednesday and Sunday inclusive to encourage public to join TAS if interested and to talk about the pictures and the Society. Recruitment drive! Always check that the Shed is open by referring to the website please if stewarding or visiting. The café is open Wednesday to Sunday. Also there are events when Goods Shed not available for viewing. TAS and Gods Shed will organise a rota.
7. A separate list of all pictures and prices to be submitted to Tetbury Goods Shed office staff for their records.
8. Open evening on 27th January 2027 between 6pm and 7:30pm. Jenny Riley will provide welcome speech and Tetbury Goods Shed will provide Prosecco and soft drink, one free glass for each attendee and thereafter £6 per glass.
9. The web page will be updated to provide advertising of this event
10. Pictures will be received at Tetbury Goods Shed through the rear door on Monday 4th January between 9am and 10am so that hanging can commence that day. Fiona, Jo and Jenny will organise the hanging.
11. All pictures must have the correct hanging system or they will not be hung, this is a D ring on each side of the frame between 1 and 2 inches from the top of the frame. See A4 sheet provided from the Goods shed. Note the D ring should be upright without cord so that it can be hung directly on hanging hooks, one each side for stability.
12. Please will members attend the Open Evening with family and friends and advertise amongst social circle.
13. Take down will be on Monday 15 th. Please collect your picture between 9am and 10 am.

Email Jenny on jennyriley571@gmail.com for further elucidation if necessary!