

## ENTRY FORM

Please complete the entry form fully in BLOCK CAPITALS. Incomplete entries will not be processed.

**Closing date: Monday 3 February 2014**

I wish to enter the BP Portrait Award 2014. I have read the attached rules and agree to be bound by them.

Signature

Personal details (Please use capital letters)

First name

Surname

Address

Postcode

Country

Daytime tel.

Evening tel.

Email

Date of birth

Entrants will be contacted by email unless they specifically opt to be contacted by post.

I wish to be contacted for all correspondence by post

Reg no. (for internal use only)

Details of work submitted (Please print details in block capitals and complete all fields)

Title of work

Date of completion (Must be after 1 January 2013)

Name of sitter

Confirmation that you have met the sitter  yes

Date of first sitting (see 'Paintings' section of rules)

Medium (i.e oil, acrylic)

Support (i.e canvas, wooden board)

Unframed size (height x width x depth in mm)

Please tick if you have been a youth participant in the BP Portrait Award: Next Generation project

## REGISTRATION FEE

Payment can be made by credit/debit card, or sterling cheque drawn on a UK bank account ONLY (cash and postal orders will not be accepted)

I would like to pay by (please tick as appropriate)

Sterling Cheque (payable to National Portrait Gallery)

Visa  Mastercard  Maestro

The sum of  £38  £50\*  
\*(includes catalogue cost - see below)

Card Number

Valid From  /  Expiry Date  /

Issue number  Security Code   
(last 3 digits above signature on the back of your card)

Card Holder's Name

Signature

Date

(if applicable)

Applicants are requested to ensure debit/credit card details are complete, clearly legible and the expiry date is at least 2 months after the date of entry.

Please return your completed ENTRY FORM and entry fee to:

**BP Portrait Award 2014**  
**National Portrait Gallery**  
**St Martin's Place**  
**London WC2H 0HE**

In addition, please include an A5 stamped addressed envelope so that we can send you the delivery address information.

## Catalogue

To order your exclusive, entrants only, special edition of the exhibition catalogue, add £12 to your total entry fee. Price includes worldwide postage and packing and catalogues will be dispatched in June 2014.

From time to time, we would like to inform you about National Portrait Gallery activities and services that may be of interest.

Yes, I would like to receive this information by email

Data Protection: The National Portrait Gallery is committed to protecting your privacy. All personal data given on this form will be held securely by the Gallery and, unless you have indicated otherwise above, will only be used to administer your entry.

## RULES

### ARTISTS

- The competition is open to all artists from around the world.
- Artists must be aged 18 years of age or over on 1 January 2014.
- To be eligible for the BP Young Artist Award, artists must be 30 years of age or under as of 1 January 2014.
- The competition is limited to one entry per artist. The work must have been completed after 1 January 2013. No work previously submitted for the competition is eligible for resubmission.
- On receipt of the application and entry fee, full details of the delivery address for the painting will be emailed or sent to the artist.
- **Entry forms and entry fees must be returned to the National Portrait Gallery by Monday 3 February 2014.**
- All entrants will be notified if their work is selected, or not, for exhibition by Wednesday 26 March 2014. All correspondence with artists will be via email unless specifically requested otherwise. Artists who have not been selected should make arrangements for the collection of their work. It is the artist's responsibility to contact the National Portrait Gallery if s/he has not received notification by that date.
- The exhibition at the National Portrait Gallery will be open to the public from Thursday 26 June to Sunday 21 September 2014. Those shortlisted for prizes must attend the Awards Ceremony and dinner on the evening of Tuesday 24 June 2014 and are also expected to attend the Press View on the morning of Wednesday 25 June 2014.
- All exhibiting artists will be invited to the Private View on the evening of Wednesday 25 June 2014.
- Works selected for exhibition cannot be removed before the end of the exhibition tour. All exhibited works will be available for collection in London at the end of the tour.
- The copyright in all paintings exhibited in the BP Portrait Award and Travel Award will remain the property of the artist, but it is a condition of entry that the artist or their representatives agree unconditionally that the National Portrait Gallery may reproduce any exhibited paintings, free of charge, for the purposes of marketing, promotion, merchandise, discussion and education in direct connection with the BP Portrait Award and Travel Award exhibition and tour, in all media worldwide including the exhibition catalogue and subsequent publications, posters, prints, postcards, the Internet and within television documentaries, and may license these specific, limited rights to others only for the same purposes. The Gallery also reserves the right to reproduce selected images free of charge for core non-commercial purposes, for example in the Past Exhibitions page of the Gallery website, indefinitely, as a public record.
- The responsibility for damage or loss, however caused, is the responsibility of the artist. Artists are therefore advised to arrange adequate insurance cover against such risks. The sponsor, the carriers, the collection point, the touring venues, any other subcontractor or the National Portrait Gallery shall not be liable for any loss or damage, whether or not caused by their negligence.
- In accordance with the Data Protection Act, 1998, the National Portrait Gallery will hold the personal data supplied on this form securely. It will only be used in the process of administering the Portrait Award, and will not be transferred to any third party. At the close of the Award, it will be retained permanently for historical research purposes in the Gallery's Archive (in accordance with Part IV, 33 of the Act).
- Those not eligible for entry are employees of the National Portrait Gallery, BP, and their agents, the winner of the 2013 Travel Award and previous first prize-winners of the Portrait Award since 1980.
- The commissioned painting will be submitted to the Gallery's Trustees for approval of its inclusion in the National Portrait Gallery's permanent Collection.
- The winning artist will be required to assign the copyright in the commissioned portrait to the National Portrait Gallery.
- The judges reserve the right not to award the commission.
- The decision of the judges is final and no correspondence can be entered into. Artists should be aware that all works are judged on an equal and anonymous basis and that there is no segregated judging by region or country.
- The National Portrait Gallery reserves the right to disqualify any piece of work if the artist has not adhered to the rules, even if the work has been selected for exhibition.

### PAINTINGS

- The work entered must be predominantly painted in oil, tempera or acrylic and must be on a stretcher or board, preferably framed and unglazed. No watercolours, works on paper or pastels will be considered.
- The work entered should be a painting based on a sitting or study from life and the human figure must predominate.
- Self portraits and group portraits are permitted.
- Paintings will be judged anonymously so should not be signed on the front.
- **Minimum size: 25 x 20cm (10 x 8") unframed. Any works smaller than this will not be considered.**
- **Maximum size: 244 x 244cm (96 x 96") framed. Please note that we cannot accept any works larger than this.**
- Multi part works (up to three parts) will be accepted and regarded as one work. Please bear in mind the above size restrictions and include full instructions for installation of the work.

### DELIVERY OF WORKS

- Paintings should be delivered to the collection point on the dates listed below during the times specified.
  - **Paintings should not be delivered to the National Portrait Gallery as they will not be accepted.**
  - **Please note that the delivery/collection point address will be provided once the registration process is complete.**
- The Gallery no longer organises collections of works from different locations around the UK. The logistical and administrative implications of making the regional collections are no longer sustainable for us and we feel that our focus needs to be on one central delivery point now that we have increased entries from around the world. The Gallery does recognise the commitment shown by artists from around the UK and internationally and we very much appreciate the effort taken to submit work. The Gallery remains committed to ensuring that artists from all regions of the UK are able to enter the competition so please do get in touch if we can offer any advice on how to deliver/ship your work.

### DELIVERY DATES

- **London**  
For works arriving by post or courier:  
Mon 3 March – Thurs 13 March 2014, 09.00–17.00 (excluding weekends)  
For works delivered in person:  
Mon 10 March 09.00–17.00  
Tues 11 March 09.00–17.00  
Wed 12 March 09.00–20.00  
Thurs 13 March 09.00–20.00
- **No entries will be accepted at the London collection point after 20.00 on Thursday 13 March 2014.**  
A Gallery representative will provide a receipt on delivery of the work for those delivered in person. Please note that the Gallery cannot acknowledge receipt of paintings sent by post. Applicants requiring proof of delivery are advised to use a recorded delivery service.

### UK ENTRANTS

- Entries that are hand delivered should be left without any protective packaging as this cannot be retained.
- Deliveries by post will be accepted in suitable packaging.
- The Gallery will not be responsible for wrapping works or providing wrapping materials for any works being returned.

### INTERNATIONAL ENTRANTS

- Artists not residing in the UK must arrange and pay for delivery of their work to the London collection point on the allocated dates.
- If works are being shipped by courier, artists must take full responsibility for all costs, including any import customs charges and duties. It is the artist's responsibility to check with their courier company that their paintings have cleared customs and have been delivered on the allocated dates. Please note that the Gallery cannot acknowledge receipt of paintings sent by post. Applicants requiring proof of delivery are advised to use a recorded delivery service.
- International entries will be re-packaged in the original packaging. It is the artist's responsibility to arrange and pay for collection of their works from the London collection point on the allocated dates.
- If the original packaging is no longer suitable for use, we can provide packaging materials but there will be an additional charge for this service.

### COLLECTION/RETURN OF UNEXHIBITED WORKS

- All unselected works must be collected from the London delivery address on the dates listed below, during the times specified.
- **London**  
For works being collected by courier:  
Monday 31 March – Wednesday 9 April 2014  
09.00–17.00 (excluding weekends)  
Note that for works being collected by a courier the artist must provide 48 hours advanced notification to the Exhibitions Department to ensure work is prepared for collection.
- For works being collected in person:  
Wed 2 April, 09.00–17.00  
Thurs 3 April, 09.00–17.00  
Fri 4 April, 09.00–17.00  
Mon 7 April, 09.00–17.00  
Tues 8 April, 09.00–20.00  
Wed 9 April, 09.00–20.00
- For works being returned by post:  
Any works sent with correct postage will be returned by Friday 2 May 2014.
- Any paintings uncollected from London after Wednesday 9 April 2014 will be stored at a separate location for one month and the artist will be charged a storage fee. In order to release paintings from storage, all charges must be paid in full and the artist must give 72 working hours notice prior to collection. The National Portrait Gallery will not arrange courier collections or post works on behalf of the artist.
- The National Portrait Gallery reserves the right to dispose of or destroy any work not collected after one month of the latest date for collection of unexhibited works or exhibited works, without prior notice.
- The instructions and information detailed here form part of the rules.

For further information please contact:

BP Portrait Award 2014  
National Portrait Gallery  
St Martin's Place  
London WC2H 0HE  
020 7321 6699  
bpaward@npg.org.uk  
www.npg.org.uk/bp

## THE AWARDS

**First Prize:** A cash award of £30,000, plus, at the judges' discretion, a commission worth £5,000, to be agreed between the National Portrait Gallery and the artist.

**Second Prize:** £10,000

**Third Prize:** £8,000

**BP Young Artist Award:** £7,000

All selected artists aged between 18 and 30 will automatically be considered for both the BP Young Artist Award and the BP Portrait Award, but an individual cannot win both. If there are no exhibitors aged 30 or under then no Young Artist Award will be given and the funds so available shall be used to offer a Fourth Prize.

**BP Travel Award 2014:** £6,000

All selected artists will be eligible to submit a proposal for the BP Travel Award. The aim of the Award is to provide the opportunity for an artist to experience working in a different environment, in Britain or abroad, on a project related to portraiture which will then be shown as part of the BP Portrait Award 2015 exhibition and tour in 2015–16.

## TOURING AND CATALOGUE

The prize winners and exhibition will be selected by a judging panel chaired by Sandy Nairne, Director, National Portrait Gallery. The winners and selected entries will be exhibited at the National Portrait Gallery, London, from 26 June to 21 September 2014 and subsequently will tour to two further venues. The exhibition tour is organised by the National Portrait Gallery.

All entrants have the unique opportunity to buy a special edition of the 88-page catalogue (RRP £9.99 + £2.01 p+p), featuring all the selected artists, an essay by a leading author, and a note of thanks and facsimile signature of Sandy Nairne, Director, National Portrait Gallery. The special edition is only available to entrants and will not be available through the Gallery shops or online.