



Spring Exhibition 2020

ARTISTS SOCIETY OF CANBERRA

Help Roster

All exhibitors are asked to contribute to the successful running of the exhibition.

The online roster is part of the artwork entry form. You will be asked to nominate three preferences, but ***please note that you will only be allocated two*** time slots. Preferences will be given to distance members for first and last day periods. Your roster times will be emailed to you as well as being in an envelope with your artwork exhibition cards to collect when you deliver your artworks.

| Day | Tasks | 1 st period | 2 nd period |
|-------------------------------|--|------------------------|------------------------|
| Thursday 12 Nov – Setup | <ul style="list-style-type: none"> - Collect & deliver gear from ASOC studio - Set up card and unframed works area - Receipt and sorting of artworks and cards | 7:45am – 11:00am | 11:00am – 2:00pm |
| Thursday 12 Nov HANGING | <ul style="list-style-type: none"> - Hanging and arranging sales tables | 11:00am – 2:00pm | 2.00 pm – 5.00 pm |
| Friday 13 Nov | <ul style="list-style-type: none"> - Welcome table; sales table; card sales | 9:30am – 1:30pm | 1:30pm – 5:00pm |
| Saturday 14 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Card sales - Art Demonstrations; - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |
| Sunday 15 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales - Art Demonstrations/ Art for Children - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |
| Monday 16 Nov | CLOSED | | |
| Tuesday 17 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales - Art demonstrations; - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |
| Wednesday 18 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales - Art demonstrations; - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |
| Thursday 19 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales - Art demonstrations; - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |

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| Friday 20 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales - Art demonstrations; - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |
| Saturday 21 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales - Art demonstrations; - Customer relations, security in hall | 9:30am – 1:30pm | 1:30pm – 5.00 pm |
| Sunday 22 Nov | <ul style="list-style-type: none"> - Welcome table - Sales table / Cards sales/ - Art demonstrations; - Customer relations, security in hall - Check off sold art works - Early check out unsold works | 9:30am – 1:30pm | 1:30pm – 4:30pm 4.30pm – 6.00 pm |
| Monday 23 Nov – Pack up | <ul style="list-style-type: none"> - Take down and return artworks to members - Clean Hall - Pack up & return gear to ASOC studio | 8:00am – 11:00am 9:00am – 11:00am | |