



BHASVIC

23 November 2022

Dear Student,

Re: Collection of Artwork

The purpose of this letter is to communicate with you the details of the collection of your work for all ex-students who studied: Art/Photography/Textiles/Graphics & Portfolio courses.

As you have finished your A level Visual Arts course, all your artwork is stored for you at BHASVIC. We have now opened up the time for you to collect your work, please see times below.

The slot for collection of your work is **Monday 21st November to Wednesday 14th December 2022** between the hours of **9.00am – 12.00noon and 1.30pm – 3.30pm.**

You must report to the technicians in order to locate your work for collection. **You will need to bring with you a folder, bag or bin liners to carry your work home safely as our storage portfolios stay in BHASVIC and are reused each year.**

If you are traveling in a gap year or off to university a friend or relative may collect your work for you. **Please make sure they have a complete list of all items including, class teacher, components, subjects and specific items to be collected.**

We will have to dispose of any work left after this date so we really hope you will be able to collect it. **We strongly recommend that you put a reminder into your mobile phone calendar, or family calendar in Nov/Dec 2022 to alert you to collect your work.**

Congratulations on all your hard work and good luck whatever your plans!

Thank you,

The Visual Arts Team at BHASVIC.