

TERMS AND CONDITIONS - EXHIBITION PREVIEWS

The Artist's Responsibilities:

1. All exhibits must be ready to hang with **D-rings and cords fixed** to the back of pictures. We would advise that you check the gallery space before bringing your pictures to ensure you have the right amount of material. Generally, 34 pictures of average size will be required.
2. All sold pictures will be subject to a 15% commission.
3. Please deliver and collect your exhibits on the pre-arranged dates and times.
4. All artists **must provide an 'Artist's Statement'** in via email or hard copy **1 month** prior to their exhibition. (info@festivaldraytoncentre.com)
5. **On allocation** of an exhibition date, all exhibitors **must provide a short statement and a picture** of their work for inclusion in the Centre's 'What's On' brochure.
6. Please provide a list of your works as per the format below at least 10 days prior to your start date. In addition, please ensure that each picture is labelled on the back.

Picture	Medium	Price
Sleepy Cottage	Pastel	£35
Butterflies	Watercolour	£50

7. All exhibits are displayed at the artist's own risk.

Thank you

The Centre's Responsibilities:

8. The hanging of exhibits will be carried out by the Centre and we would appreciate delivery by 10am on the agreed date.
9. On rare occasions, the duration of your exhibition may be altered due to a change in Centre activity.
10. The gallery area may be used by the Centre during the exhibition period.
11. All artists will be invoiced their commission and/or preview fees within one month of their exhibition ending.
12. Payment for any sold paintings will be forwarded to the exhibitor after payment of any outstanding invoices.

In Addition:

As an exhibitor, you are encouraged to hold a preview as soon as possible after the start of your Exhibition, usually the first Wednesday. If you wish to invite guests, there is a charge as per the schedule below for drinks and savouries. This event has proved very successful with past artists, their friends and family and therefore priced to actively encourage your participation.

Up to 10 Guests	£17.50
Up to 20 guests	£35.00
Up to 30 guests	£47.50
Up to 40 guests	£57.50
Up to 50 guests	£65.00

Thank you for your interest in exhibiting at the Centre and we look forward to receiving your Potential Exhibitor Form.