

## Terms & Conditions Landmark Arts Centre 2023

- 1 Applications must arrive by **9 December 2022**. Entries will be selected with the overall design and balance of the exhibition in mind. All applications must be submitted via the Cognito Forms system. Application forms are available via the SSS website.
- 2 You can submit a maximum of 6 items of 3D work. You can submit up to 6 items for 2D work. Both are subject to selection as described above. (Applications must include at least one item of 3D work.) The size criteria for Landmark is “anything goes”, from cabinet work to life size and bigger, as long as it fits through the church doors!
- 3 Selection is made by the exhibition manager and two or three other society members in accordance with SSS policy.
- 4 **This indoor exhibition requires you to provide your own plinths with the works securely fixed to the plinths. Plinths should preferably be white in colour and of a professional standard. All 2D work must be supplied fitted with hooks/D-rings at the back of your frame or box canvas (4 mm depth) paintings.**
- 5 Entry fee is £10 per accepted item for this exhibition, with a maximum cut off point of £80 for any entry above 6 items accepted. Payment will be taken directly via the GoCardless system. You will be notified in advance of any payments being taken.
- 6 The sale price should be calculated **to include 25% commission**. All sales will be done via the society as agent and commission will be deducted before the artist is paid. No sculpture or 2D work should be priced under £100. Tax is the responsibility of the exhibitor.
- 7 Packing and delivery of all works sold will be the responsibility of the artist, in negotiation with the purchaser. Sold artwork can be collected by purchasers on take down day after 5 pm and before 6 pm or delivery must be arranged at a later date between artist and purchaser.
- 8 **Set up will be on 24 February 2023. Both set up and take down will be organised into timed slots. Artists will be notified nearer the date as to timings for delivery and take down.** Please make sure you **deliver your work with appropriate plinths** and hanging fixtures. Any work not safe for display or hanging will be turned down. All works are displayed at the artist's own risk and artists should therefore hold appropriate insurance cover.
- 9 Take down is **5 March 2023 between 4 and 7pm. Artists are responsible for packing and unpacking their own work. All artists delivering and collecting works must obey any Health & Safety requirements of the venue whilst on the premises.**
- 10 **Stewarding.** Stewarding is expected of all exhibiting artists. Please send in stewarding forms with your application forms. These will be made available via the Cognito Forms system through the SSS website. All stewards will be required to attend a Refresher Course on the sales process on Set Up Day. You will also be told of any additional requirements which are necessary for Health & Safety purposes at the venue.
11. **Demonstrations:** We would like a few volunteers to demonstrate their creative skills as demonstrators. Please tick the appropriate Volunteer tasks on the Application Form if you would like to do this. All demonstrations will be performed in strict accordance with any health & safety guidelines.
- 11 **Confirmation of acceptance will be by 20 December 2022. We hope to have a Private View on 24th February 2023 between 6.30 – 8 pm and we hope as many people as possible will be able to join us.**