

## **Featured Exhibitions At Nude Tin Can**

Featured Exhibitions are available through application.

An artist holds a temporary exhibition of his or her own art collection at our venue for the purpose of exhibition and sale of their own art.

Available area approx. 10m of wall space including one window area. A degree of flexibility should be allowed in order to give the best presentation of the artwork. Please note this is not exclusive use of/or hiring of the gallery. The gallery is open for business as usual and will be fully staffed during opening hours.

**Cost: £350** 6 of 7 days (over 1 week period inclusive – an artist may offer to be present on days the gallery is normally closed and staff their show for that day). Opening nights primarily held on Friday evening. Set up during the day Friday.

### **Booking/Deposit**

50% (£175 is due at the time of booking). You must discuss and confirm dates with the gallery before booking. Please ensure you have considered your dates and availability before booking. You must decide your opening event day or evening at the time of booking and have the date agreed with the gallery. The deposit is non-refundable. This is due to the time, work and admin and design that starts begins. \*The final amount is due no later than 8 weeks prior to the exhibition start date.

### **Listing your exhibition**

You must ensure your website is up-to-date and any bio is on your website. You allow us to use that same bio information if we need it. The gallery may post social media links and send emails that link to your website – therefore it is important that it's current and shows a good representation of what visitors will expect.

### **Publicity**

The gallery will request an image that must be an artwork available for sale at your exhibition and suitable for publicity – for creating any banners or posters for the Nude Tin Can website/social media. Nude Tin Can will also create the event on our facebook page and add the event to other web outlets including adding the event on our website. The gallery will print an A2 poster for use on the A-board outside the gallery.

Any other publicity costs and material are the discretion and responsibility of the artist. The artist is responsible for inviting his or her own guests privately to an opening night. The artist is responsible for any distribution of publicity of their event. The gallery can send out an invite to our customer list for the opening night if requested.

(Please note that any additional social media posts, articles, arrangements, marketing or publicity that the gallery may arrange or produce are fully at the discretion of the gallery.)

### **Refreshments/Opening Night**

The Artist is responsible for providing their own refreshments for opening night / private view events.

### **Waste/Rubbish**

The artist is fully responsible for removing and disposing of their own waste/rubbish/packaging/bottles etc. and ensures the gallery is cleared of such items at the end of the night/event (please recycle where possible).

### **Sales**

The gallery will process all sales during the exhibition. We accept most major credit cards. 25% gallery commission will be due on all sales. Money due to the artists will be paid 7 working days after the end of the exhibition via bacs or PayPal. The gallery will inform the artist of any sales at the nearest opportunity. Please note: as the gallery is fully staffed and someone is here able to deal with and promote sales of the artists work - commission is naturally due. Of course if no sales are made there will be no commission to pay. Artist agrees not to negotiate sales outside of the exhibition with any client requests that act to bypass the gallery.

### **Invoices**

If sales have been made, the gallery will request an invoice from the artist. Listing all items 'fully titled' the RRP less 25% and the full amount due. Please ensure invoices are correct and include **Nude Tin Can Ltd, 125 Hatfield Road, St Albans, Herts AL1 4JS. As well as your artist full name and address. Please ensure your invoice is numbered and dated.**

### **Insurance**

Artists are fully responsible for ensuring they have appropriate and adequate insurance for their art items and belongings while they are on the premises at Nude Tin Can, including setting up, display, exhibition period, any transit involved to and from the gallery. The gallery will not be liable or responsible for any loss or damage to items no matter how caused or by who. Artists are fully responsible for the delivery and collection of their artwork to and from the gallery. NB:(we take great care and consideration while items are on display)

### **Presentation**

Art should be presented to gallery standards – this may including framing when necessary. All fittings to for wall items must be fitted with d-rings and taught picture wire. We use adjustable hanging system with hooks. (Nothing is screwed into our walls). **Labels** Artists must create and supply full labelling for each of their items. Please ensure they include. **Name, Title, Medium, Size(cm), RRP**

### **Ownership**

All items remain in the ownership of the artist until sold. When sold and client has paid in full, then ownership of that items is passed to the buyer. All copyright of artwork remains with the artist. Other than for promoting the exhibition no artwork will be reproduced without the artists consent.

### **Cancellation/Amendments**

#### **Deposits**

Once a booking is made, work begins immediately, including listings, designing and promoting the event. Therefore we ask artists are sure of the dates chosen. The 50% deposit secures your dates and means work begins on promotion. It also ensures the work we do is taken seriously and we know the artist are committed. **This 50% deposit is non refundable.**

#### **Amendments**

If after booking the dates and promotion has begun an artist requests to amend the dates for any reason. £20 per hour will be charged to the artist in order to amend and update any design and listings that have already been created. \*8 weeks prior to the exhibition start the remainder 50% of Exhibition Cost must be paid. Once paid this is non-refundable.

#### **Cancellations**

If for any reason the artist is unable to partake in the exhibition once fully booked and paid. There will be no refund of the Exhibition cost. Where possible the gallery will attempt to reschedule the event for a later date. (£20 per hour admin fee will be charged for all amendments to listings and design – in addition to any print material that needs to be amendment and reprinted – those costs will be charged as an addition to the artist – only if the extra work or reprint is applicable.

If for any reason the gallery cancels an exhibition booked by an artist and is unable to reschedule the exhibition to a period agreeable to the artist. A full refund of the Exhibition Cost - will be given including deposit.

**Please only sign this document if you have discussed with the gallery dates and are confirming a booking for an exhibition.**

**Artist Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Artists NAME:** \_\_\_\_\_

#### **Gallery**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

On behalf of Nude Tin Can Ltd

**Complete the below notes and then discuss with the gallery.**  
**Please note by filling out the form below it does not mean any**  
**commitment or agreement or contract has taken place.**  
**You are under no obligation. It is there to assist in the application and**  
**consider possible dates for an event.**

Only once a booking and dates have been agreed with the gallery and the deposit paid will our contract begin. Any questions please come into the gallery for a discussion or telephone us on: 01727 569291

**EXHIBITION NAME:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PV/OPENING NIGHT:** (suggested) \_\_\_\_\_

**SET UP/COLLECTION:** \_\_\_\_\_

**WEBSITE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**TEL:** \_\_\_\_\_