

ORIEL YNYS MÔN - MAIN ART GALLERY

EXHIBITION TERMS & CONDITIONS

1. Transportation and Insurance of exhibitions

- 1.1** Transportation of work to and from Oriel Ynys Môn shall be arranged by the artist/ artists at their own cost. The work must be delivered to the gallery by the Tuesday of change over week no later than 11.00am. Only in special circumstances will transportation be organised by the gallery, such as touring exhibitions. In this situation, Oriel Ynys Môn will insure the work whilst in transit. In all circumstances, except unique craft shows, Oriel Ynys Môn will insure the work while in situ at the gallery.
- 1.2** For insurance purposes the gallery will need to know from the artist, how many works will be exhibited, total value of works and the highest priced work. The gallery will require this information two months prior to the beginning of the exhibition.

2. Commission on Exhibition Sales

- 2.1** Oriel Ynys Môn charges 30% commission + VAT on the commission (reviewed annually) on all works sold during an exhibition, therefore the artist should bear this in mind when pricing works. Artists are welcome to discuss levels of pricing with the Arts Officer should there be any uncertainty.
- 2.2** Should an artist decide to negotiate a different price for a work with a customer during the course of an exhibition, Oriel Ynys Môn will still base

its commission charge on the original selling price. Payment for all works sold will be made at the end of the exhibition, after full payment has been received from the purchasers, usually within one month.

3. Exhibition Hanging and Organisation

- 3.1** The exhibition layout shall be undertaken by both artist(s) and qualified gallery staff during the Tuesday of change over week; all works must be in position, ready to be hung no later than Wednesday afternoon of change over week. Hanging the exhibition shall be undertaken solely by the gallery staff, unless the work requires specific installation input by the artist.
- 3.2** All work **MUST** arrive at the gallery ready to be installed, e.g. equipped with correctly placed mirror plates (the centre of each side of the frame). Failure to do so will result in the artist being charged for the installation of mirror plates.
- 3.3** A list of works must be sent to the Arts Officer 2 months prior to the start of an exhibition, information to include: Title of work / Medium / Price (inclusive of our commission at 30% + VAT). Each actual piece of work must also be clearly numbered and labelled on the back, information to include: Name of Artist / Title of work / Medium / Price. PLEASE NOTE, the list of works must be numbered correctly to correspond with the labels on the back of the works.
- 3.4** Anglesey County Council adheres to a strict bilingual policy, therefore artist statements, or any other sub text that may go with an exhibition, must be sent to the Arts Officer 2 months prior to the start of an exhibition. Any text produced after the 2 months deadline, must be translated professionally at the cost of the artist.

- 3.5** Artists interested in conducting workshops or talks, to coincide with their exhibition, must contact the Arts Officer 3 months in advance of their exhibition.
- 3.6** Two dimensional works should be suitably framed at the expense of the artist. The top of non-representational and abstract work must be clearly marked, this also applies to slides and photographs sent to the gallery.
- 3.7** At the end of an exhibition, the gallery has the right to ask the artist to assist in the packing of the work.
- 3.8** Due to lack of storage space, after an exhibition, paintings must be collected from the gallery by the artists or relevant courier, on the first Monday afternoon after the exhibition has ended. Failure to do so will result in the artist being charged for storage.
- 3.9** Oriel Ynys Môn does not have sufficient funds to produce exhibition catalogues. Furthermore, Oriel Ynys Môn does not apply for funding on behalf of individuals or groups of artists for the publishing of exhibition catalogues.
- 3.10** Artists requesting to sell merchandise in conjunction with their exhibition may do so for the duration of their exhibition only. Prints, greeting cards, postcards and catalogues will be considered for sale. All sales are subject to a 30% commission + VAT on the commission. This should be included in all sale prices supplied by the artist. Payment on all merchandise sales will be made at the end of the exhibition and will usually take around 2-3 weeks to process. All merchandise will be removed from the shop and returned to the artist at the end of the exhibition.

4. Exhibition Openings

- 4.1** Exhibition Openings take the form of a 'meet and greet' the artist(s), and are held between 12.00pm and 2.00pm on the first Saturday of the exhibition.
- 4.2** Should the artist(s) wish to have someone officially open their exhibition, they must discuss this with the Arts Officer at least 3 months prior to the beginning of the exhibition.
- 4.3** Artists who wish to have refreshments served during their opening should contact Gwennan Rowlands at the Blas Mwy Café at Oriel Ynys Môn on: 01248 751516.

5. Exhibition Space Utilisation

- 5.1** Oriel Ynys Môn reserves the right to hold events, conferences and meetings within the Art Gallery, ensuring adequate invigilation and collection care at all times. Oriel Ynys Môn may also display smaller scale exhibitions or place an 'Art Cart' within the inner area of the Art Gallery, concurrently with the main exhibition. Prior notice of all such events will be given to the main exhibitor(s) where possible.

6. Marketing Exhibitions

- 6.1** Oriel Ynys Môn is responsible for the marketing of all exhibitions.

Our Marketing Pack consists of the following:

- Press Releases
- Invitations to the Openings (150 max)
- Oriel Ynys Môn – Exhibition and Events Leaflet
- Websites

- 6.2** A specific budget is allocated for the marketing of each exhibition.
- 6.3** Artists are welcome to discuss all aspects of the marketing of their exhibition with the Gallery. This must be done 3 months prior to the opening date of the exhibition.
- 6.4** All artists will be required to provide the Arts Officer with a current CV, personal statement and details of the exhibition (that can be used in any press releases) 2 months prior to their exhibition.
- 6.5** All artists must also provide at least 6 images of their exhibition work at least 2 months prior to their exhibition.

The Arts Officer is available Monday – Friday

(9.00am – 5.00pm)

Tel: 01248 752014 / 01248 724444

E Mail: NicolaGibson@anglesey.gov.uk

If you agree to these terms and conditions, please could you sign and return this slip in the pre-paid envelope enclosed.

**ORIEL YNYS MÔN – EXHIBITION TERMS & CONDITIONS
MAIN ART GALLERY**

I confirm that I have read and agree to all of the Terms and Conditions outlined above.

Signed (Artist)

Print Name (Artist).....

Signed (Arts Officer)

Date

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