

Leonardslee Lakes and Gardens 2022

Exhibition Specific Terms & Conditions

ALL EXHIBITORS MUST BE WILLING TO HELP IN THE RUNNING OF OUR EXHIBITIONS

1. APPLICATIONS - Must arrive by **Monday 4th April**. Entries will be selected with the overall design and balance of the exhibition as a major consideration.
2. NUMBER OF EXHIBITS - You can submit up to 5 pieces of sculpture to this exhibition for selection. No Edition may be higher than 50.
3. SIZE - The size criteria for this exhibition are SMALL/MEDIUM/LARGE outdoor work.
4. SELECTION - Will be made by an SSS selection team. *The team's selection for the exhibition will be shared with the Leonardslee Garden owner (or other designated person) for final approval.* In accordance with the SSS Policy, work must be securely fixed to a plinth and the plinth securely fixed into the ground. Both plinth and sculpture to be weatherproof.
5. ENTRY FEES - do not send any payment with this application. The fee will be **£10** for each exhibit selected. Fees will be taken by GoCardless.
6. PRICING AND SALES - The sale price should be calculated to include **30%** commission. This includes 2.5% to cover credit card sales. No sculpture should be priced under £100. Tax is the responsibility of the artist. All sales will be conducted through the Society as agent and commission will be deducted before the artist is paid. Packaging or delivery arrangements shall be made by negotiation between the artist and the purchaser. They are not the responsibility of either the Society or the venue. Sold sculptures must be handed over to the buyer on take-down day by the sculptor, or representative, or later by arrangement. The Society cannot be held responsible where a payment is not honoured.
7. HANDING IN DATES - You will be allocated **Wednesday 27th July or Thursday 28th July 2022** and you will be allocated a timeslot. Health and Safety checks will quickly follow. *You must not leave the venue until your works have been checked and have passed the H&S check.* Special loading or unloading requirements are the responsibility of the artist and must be agreed in advance with the Exhibition Manager.
8. TAKEDOWN DATE is **Monday 5th September 2022**. You will be allocated a timeslot. Works must be collected by the Artist at the specified time only.
9. CONFIRMATION of acceptance to this exhibition will be sent out by **Tues 2nd May 2022**

10. STEWARDING - This is a stewarded exhibition. Exhibitors must be prepared to steward for a maximum of 5 sessions, or ensure that their sessions are covered by a suitable replacement. **Sales Training and Stewarding Training is a requirement for all exhibitors and will take place on set up days.**
Stewarding information forms must be returned with application forms.
Failure to do so will lead to work not being accepted for exhibition.
11. INSURANCE - All exhibitors are informed that insurance against loss, theft or damage whilst items are in transit or on site at Leonardslee Gardens is the responsibility of the artist. The society holds Public Liability insurance only.