




Lingfield Art

Terms & Conditions of Exhibition Entry

Eligibility	<p>We can accept original paintings, sculpture, pottery, glass and ceramic exhibits produced by currently practising artists over 16 years of age.</p> <p>Work that has been displayed at the Lingfield Art Exhibition in the past can only be accepted again after a gap of 2 years.</p>	
Exhibits	<p>Each artist may enter up to four exhibits.</p> <p>Smaller works may be submitted as 'sets' where they are sold together with one sale price. The minimum frame size is 12 x 12 cm.</p> <p>Large works will be accepted if space allows, but an additional charge may be made as set out in the application form. If we do not have space for a large item, the hanging fee will be returned.</p>	
Sculptures & Plinths	<p>Sculptures over 10cm high must securely and safely anchored to a plinth or stand. Smaller items will be displayed in a glass cabinet.</p> <p>Please advise if you wish to display a sculpture (including the plinth) larger than 60cm high. We will advise if we are able to accommodate this. We will assume that plinths and stands are not included in the sale unless indicated otherwise.</p>	
Limited edition work	<p>The exhibition displays only artwork where the medium has been applied by hand. Therefore we will accept limited edition numbered work such as sculptures, lino cuts, wood cuts, etchings and collagraphs.</p>	
Commissions	<p>Artists may indicate that they can undertake commissions and this will be shown in the catalogue. This information will be available at the sales desk.</p>	
Browsers	<p>Artists who enter one or more exhibits may also enter up to three unframed art works for display in our browsers. All entries must be original works, be wrapped in clear cellophane and with the name of the artist, the title of the exhibit and the price clearly marked on the back.</p>	
Labelling	<p>Each exhibit must have a label fixed to the back of the painting or on the base of the sculpture marked with the name of the artist and the title of the exhibit.</p>	
Frames	<p>Paintings frames must be fitted with 'D' rings to minimise damage to other paintings when stacked. They must be positioned 1/3rd down from the top and on the edge of the frame, and strung for hanging. Unframed canvases and box canvases must be strung for hanging in the same way.</p>	
Artists' Greetings Cards	<p>Exhibiting artists may display artists' greetings cards for sale which depict their work, supplied in the number and multiples set out on the application form. Each card must be wrapped in clear cellophane and have the artist's name and price marked on the back.</p>	
Hanging Fee & Commission	<p>The hanging fees shown on the application form apply to all exhibits, and are refunded if an application is not accepted. There is a 10% commission charge on all sales except sales of cards..</p>	
Insurance	<p>Insurance for the exhibits submitted must be provided by the artist. Neither Lingfield Art Association, nor the venue, will be responsible for damage or loss to any exhibit.</p>	
Photography	<p>We allow photography at the exhibition by the public for personal use only. The exhibition team may take photographs to publicise future exhibitions. This may include displaying exhibits on our website, social media or exhibition catalogue.</p>	
Private View	<p>Exhibitors will be sent an invitation to the private view for the artist and their guest.</p>	
Exhibit Delivery (Handing In)	<p>Exhibits (and artists cards if applicable) must be delivered to the venue on the handing in day at the times shown on the exhibition timetable.</p>	
Exhibit Collection (Handing Back)	<p>Browser exhibits and cards are taken by the purchaser at the time of purchase. Other exhibits may only be collected by the purchaser at the end of the exhibition. Work not sold must be collected by the artist or their representative on the last day of the exhibition at the times shown on the exhibition timetable and stated on the application form. Lingfield Art Association will not be responsible for any work left at the venue after that time.</p>	
Data storage	<p>Data collected for the exhibition is managed in accordance with our data protection policy. A copy of the policy is available on our website or can be provided on request.</p>	