

# **SGA EXHIBITION AT SALISBURY HOSPITAL THURS 23 NOV - THURS 4 JAN**

You can submit up to three pieces which you will need to deliver to the Facilities building at the Hospital on **21st November between 10am and 2pm**, together with your completed entry form.

Work should be collected after the exhibition on **9th January 2024 between 10am and 2pm**

## SALISBURY GROUP OF ARTISTS EXHIBITION 23rd NOVEMBER - 4TH JANUARY 2023

1. Drop off/ collection point: **ArtCare office, Facilities Directorate, SDH South** (use Entrance B see map attached). Main reception staff cannot deal with deliveries.

2.

**Pictures must be presented for hanging; properly framed (clip frames are not acceptable) Frame fixtures must be D rings with a taut cord , Not wire, – fixed in the top third of the frame. This is crucial to get right because picture frames can be damaged from badly attached fittings and the exhibition hanging system will not display your work to its full potential.**

3. Please check dimensions with Exhibitions Organiser if pictures exceed 1.2m x 1m including frame.
4. Pictures are to be clearly labelled on the back with the artist's name, title and price.
5. Pictures must be unwrapped on delivery and wrapping taken away by the artist. We are unable to store bubble wrap etc. during exhibition.
6. The Exhibition Organiser reserves the right not to display all works delivered by the artist.
7. A commission of 30% inc VAT will be taken on all sales. This is donated towards the Hospital Arts Service and is used for buying or commissioning further works of art.
8. The Exhibition Organiser handles sales of exhibits and BACS payment to artists will be issued when payment by buyers has been completed.
9. Salisbury NHS Foundation Trust cannot be responsible for loss, theft or damage to exhibited works of art. The hanging system has security clips but artists must make their own insurance arrangements.
10. The Exhibitions Organiser must be notified a minimum of six weeks prior to the start of the exhibition if the artist can no longer participate.
11. Works that contain noxious or toxic substances or have flammability below 50c cannot be displayed.

Check list for handing in:



Printed list of artwork that details each:

- title
- price (inc our commission)
- Media



Pictures ready for hanging; d rings etc (see number 2 above for details)



Labelled on back inc:

- title
- price (inc our commission)
- artist name
- Media

Directions for drop off point:

- From the Odstock Road
- TURN in ENTRANCE B
- Drive straight for about 250yrs
- Just before 2nd Zebra crossing pull up on yellow hatched area on right hand side
- ArtCare office is in Block 29 (entrance on 2nd Zebra crossing)

Artist Details:

Name:			
Address:			
(inc postcode)			
Tel No			
Email			

If you would like to go onto our mailing list to hear about future exhibitions and artist opportunities\*

**PLEASE SELECT ONE:**

YES PLEASE

NO THANKS

Entry Details:

Title (1)			
Medium		Selling Price £	

Title (2)			
Medium		Selling Price £	

Title (3)			
Medium		Selling Price £	

ARTIST RECEIPT - This section will be your receipt and returned to you with a number. Please keep it safe during the exhibition as it will be needed to collect unsold work

Entry No.	
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Artist name	
Picture title 1	
Picture title 2	
Picture title 3	

\*The information you provide on your entry form will only be used for ArtCare exhibition administration purposes including sales letters, catalogue, labelling and contacting you regarding sales. We do not share your personal data or contact details with any third party. If you also wish to opt into our mailing list to hear about ArtCare exhibitions and artist opportunities, you can do that on your form (renewal 18 months). Your consent can be withdrawn at any time

[www.artcaresalisbury.uk](http://www.artcaresalisbury.uk)

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