



Address

Agreement to exhibit at the Selwyn Gallery Darfield

Dear

Thank you for agreeing to exhibit at the Selwyn Gallery in 2012.

Please return the attached form in the envelope provided, signed and dated, confirming your agreement to exhibit and accepting the stated conditions. A profile and photograph would be appreciated as soon as possible for advertising purposes.

Sylvia Townshend
Secretary

Exhibition Dates:

Conditions of entry:

- 1 Submissions must be recent original work of the exhibitor and must not have been shown previously in Selwyn. Prints and photographs must be numbered from a limited edition.
- 2 Display – All paintings, etc must be professionally framed ready to hang, complete with cord.
- 3 Labeling – All exhibits must have a title, medium, name of exhibitor and selling price printed on the back of the item. Any specific instructions should be attached to the exhibit.
- 4 Freight – Works not being collected from the gallery must have return freight prepaid. – MCAC will not cover the cost of freight. All works consigned to the gallery must be securely packaged; the same packaging will be used for the return of artworks.
- 5 Liability/Insurance – Insurance of work to and from the gallery and for the duration of the exhibition is the sole responsibility of the exhibitor. While all care will be taken with work, the MCAC will not accept responsibility for loss or damage. No insurance cover is provided.
- 6 The Malvern Community Arts Council reserves the right to select submissions for exhibitions.
- 7 Please ensure that submissions match those listed on your entry form. This will be forwarded to you prior to the exhibition.

- 8 As the Selwyn Gallery has little storage space, artworks **must** be collected on the date specified or a storage fee may be charged.
- 9 28.75% commission of the stated selling price will be deducted on all sales.
- Solo exhibitions: A \$200 fee will be made to cover the cost of opening night, advertising, and printing of invitations and catalogues.
 - Group Exhibitions: - A \$200 fee will be made to cover the cost of opening night, advertising and printing of invitations and catalogues (this cost will be equally divided amongst all exhibitors with a minimum fee of \$25 to each exhibitor).
- 10 Exhibits must be delivered to the Selwyn Gallery by 4pm on the Thursday prior to the opening of the exhibition.
- 11 Exhibits must be collected between 3.00pm and 4.00pm on the closing day of the exhibition unless freight is organised.
- 12 Please supply two digital photographs (high resolution) of your works three weeks prior to exhibition. MCAC reserve the right to photograph and publish any selected work in publicity media.
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Exhibition Dates:

Opening: _____ **Closing:** _____

Preferred Title of Exhibition: _____

I _____ agree to all terms, conditions and costs as stated above, involved in exhibiting works at the Selwyn Gallery.

Please provide the following details:

Phone: _____ **Cell phone:** _____

Email: _____

Profile and Photographs of your work: Attached or Will be provided at a later date:

Signed: _____ **Dated:** _____