

## Wisbech Gallery Open Exhibition 2023 Terms and Conditions of Entry

Blackfield Creatives and the Ferry Project cannot accept responsibility for any misunderstandings arising from failure to read the terms and conditions below so please read carefully.

### Eligibility

- All artists are eligible to enter, whether amateur, student, graduate or professional.
- All applicants must live or be professionally based in the UK.
- Applicants must be aged 16 or over.
- We only accept submissions that have been created by the applicant. The work must be owned by the artist too.
- Copies of artworks may be considered but potential purchasers must be informed if a work is a copy or derived from published sources. Please indicate clearly in the Further Information section on the submission form if the work is a copy and what source has been used. If this information is not provided, your work is likely to be rejected or removed from the exhibition without further notice.
- Submissions should be sent in by midnight on **26th May 2023**. No late submissions will be considered.

### Submissions

- To enter artwork for the 2023 Open Exhibition, all artists must submit their entries online.
- To submit work, you will need access to a computer and the Internet, a valid e-mail address and a digital image of your artworks. Only high-quality digital image submissions will be accepted. (See more information in the Images of your Work section below).
- When completing the online submission form, please note that the name you provide will be the name printed in the exhibition catalogue if successful. If you have an artist name that is different to the name on your bank account, and your work is for sale, please let the Blackfield Creatives team know. We need to know this in order for you to be paid promptly if you sell your work in the exhibition, once the purchaser has paid in full.
- **Blackfield Creatives and the Ferry Project can accept no liability for loss of or damage to work submitted for exhibition and you are advised to arrange your own insurance for any artwork submissions.** Blackfield Creatives staff take every care over works admitted but you should avoid submitting works with

unprotected services, dangerous protuberances, and elaborate frames etc. Works on paper should be framed. For reasons of security, frames should not be less than half an inch wide at the back where the gallery can attach mirror plates for hanging.

- Up to three artworks will be accepted per artist in any medium. More details can be found in the Restrictions Section below.
- Triptychs (artworks made-up of three parts) / diptych (artworks made-up of two parts) or multiple part work can be submitted. You will need to photograph the work as one piece and not submit it online as two or three separate works. In the Further Information section on the online form, please let us know if your work is a triptych or diptych. If your work is selected for exhibition, please make sure all parts are labelled on the back e.g. A triptych should be labelled 1/3, 2/3, 3/3 so that they don't get separated when they come into the Gallery.
- The Blackfield Creatives will contact you either via e-mail or phone, so it is therefore important that you give a valid e-mail address that you check regularly. Please note that it is the applicant's responsibility to confirm whether they have been successful, in the event that they do not receive an e-mail. Blackfield Creatives cannot accept responsibility for missing notification emails.

### **Images of your work**

- Entries must be submitted online as digital jpg files only. Each image must be no larger than **5mb** (megabytes) in size.
- You can submit one image per artwork.
- Please ensure your artwork images are of high quality, and they are suitable for display in a digital exhibition and for use for publicity and social media. Poorly presented images will affect your chances of success when they are considered by the judging panel. It is advisable to set your work against a plain background, and not to use filters or edit your image using software such as Photoshop, beyond the basic resizing of your image for online submissions.
- Please do not include a CV or personal information as it will not be presented to the judging panel.
- Do not put your name, title, website, water marks or copyright symbols anywhere on the images themselves, unless it is part of the work you are submitting.

### **Artwork sales**

- If your artwork is purchased, a red dot will appear beside your work in the exhibition to indicate that a deposit has been paid on it. If the purchaser fails to pay the balance on your work by **14th October 2023** the work will be returned to you. In such circumstances the Blackfield Creatives team will contact you to request that you collect it. Payment to artists for work sold during the exhibition will start to be processed after **31<sup>st</sup> October 2023**. To avoid any unnecessary trips

please contact Blackfield Creatives directly to check if your work(s) have been sold before coming to collect between **19th - 22nd October 2023**

- If your artwork sells during the exhibition, a member of our admin team will be in touch to request payment details. This will include a request for the full name of the account holder, account number and sort code. This information can only be used to make payments into your account, and we will not request any other information.
- If your work is for sale and is sold Blackfield Creatives take 30% Commission of the sale price, so please take this in account when you price your work. If you submit a framed work, you must sell the work framed as exhibited.

### **Delivery, installation and collection**

- The artist is responsible for all transport and associated costs to and from the Wisbech Gallery. Further information and directions for delivery will be provided to those who are selected.
- We will accept delivery of your work by another individual providing you contact us in advance with the name of the nominated person and that they deliver collect within the allocated time frame and dates. **Please make sure the named person delivering / collecting the work on your behalf brings proof of ID such as a driving licence or the original acceptant e-mail for the artwork.**
- If your work is exceptionally large or heavy then alternative arrangements can be made by contacting the Blackfield Creatives team. You will need to make sure you bring enough people to help carry the work into the Gallery though as this will be a very busy time and the staff may not be able to help.
- If there any special installation requirements, you should include details in the Further Information section on the submission form.
- If your work is selected for the exhibition, you will need to label each entry clearly with your name, title and price of the work. This information should match that given on your submission form.
- Artworks must be delivered and collected, if not sold, on the specific dates we provide. The Gallery has no storage facilities for Exhibition artworks, so we will dispose of any work not collected by **22nd October 2023** on the assumption that it is no longer required by you.
- All selected works will be displayed in the Gallery from the **1st July - 14th October 2023**. You will not be able to collect or remove your artwork until **19th October 2023**, providing it hasn't sold.
- If you are unable to deliver or collect your work during the allocated timeframes please get in touch with us as soon as possible so that we can make appropriate arrangements.
- Although all COVID-19 restrictions have been lifted by the government, if things change, Blackfield Creatives may need to postpone, cancel or cut short the on site

exhibition at the Wisbech Gallery. In this circumstance, the team will be in touch with all artists via e-mail to update them as soon as possible and make appropriate arrangements in line with government guidance.

## Restrictions

- Artists must make online submissions only. We cannot accept postal entries or entries made direct to the Gallery.
- Only submit work online that will be available to deliver to the Wisbech Gallery during the hand in dates, from **9th - 12th June 2023**, and which are also available for display up and to and including the exhibition and de-install dates (see key dates section at the bottom of this document for further details). Your work must be available for these dates otherwise it will not be included in the exhibition if selected. Works may not be removed from the exhibition before **19th October 2023**.
- Do not send links to any personal website, file transfer or file sharing resources to support your application. All information relating to your submission must be made on the online submission form.
- Any submissions considered a conservation, health and safety risk, or likely to cause public offence will not be accepted; Blackfield Creatives will make the final decision in the event of dispute. We also reserve the right to safeguard the artwork from damage and to protect the public through use of barriers or secure fixings.
- If your work is selected but it is then determined after it has been delivered that it cannot be included in the Exhibition for any reason, Blackfield Creatives reserves the right to withdraw the piece. If this situation arises, the team will contact you to discuss the issue and make arrangements for collection.
- Artworks comprising live organic matter, such as cut flowers and foliage and all foodstuffs will not be permitted in the Gallery under any circumstances.
- None of the cosmetic or structural fabric of the building may be damaged as a result of installing or exhibiting your work. We reserve the right to protect our walls, doors and floors if the work poses a risk to them, without permission from the artist.

## Selection process

- The exhibition is chosen by an independent judging panel. All submissions and images will be presented anonymously to the judges. Each submission will be viewed digitally via a screen so it is vital that the quality of images reflects the work accurately and as professionally as possible.
- Due to the large number of entries, we apologise that it is impossible to give individual feedback or critique on unselected work. As with any judged open submission exhibition, it is possible that your work may not be selected. We understand that this may come as a disappointment, but it is important to realise that this is the competitive nature of this exhibition. We only have a finite amount of

temporary exhibition space. The Gallery is unable to enter into a discussion with individual artists about the reason their work has not been selected. The decision of the judging panel is final.

- No personal data, including name, age or gender will be given during their selection process, only the size and media along with the images you submit will be used.
- The selection will take place on **30<sup>th</sup> May 2023**. All artists will be notified of the judges' decision by e-mail by **2<sup>nd</sup> June 2023**.

Any questions regarding the Exhibition, and the Terms and Conditions of Entry, should be emailed to the Blackfield Creatives team at [blackfieldcreatives@gmail.com](mailto:blackfieldcreatives@gmail.com)

### Key dates for the 2023 Wisbech Gallery Open Exhibition

Online submissions open	28 <sup>th</sup> April 2023 to 26 <sup>th</sup> May 2023
Selection date	30 <sup>th</sup> May 2023
Notification by e-mail	By 2 <sup>nd</sup> June 2023
Delivery of selected works to the Wisbech gallery	9 <sup>th</sup> - 12 <sup>th</sup> June 2023
Preview	1 <sup>st</sup> July 2023
Exhibition display	2 <sup>nd</sup> July - 14 <sup>th</sup> October 2023
Collection of unsold works and purchases	19 <sup>th</sup> - 22 <sup>nd</sup> October 2023