

## EXHIBITION OF CONTEMPORARY WELSH ART 2019

### FAQ'S FOR ARTISTS

**CLOSING DATE FOR RECEIVING SUBMISSION FORMS: 4:00PM ON 25<sup>th</sup> JANUARY 2019**

#### Event Overview

Exhibition of Contemporary Welsh Art

An Art Exhibition as part of Wales Week in London (<http://www.walesweek.london>) - an annual series of activities and events that celebrate and promote everything that's great about Wales.

The London Welsh Centre is the Welsh cultural hub in London and therefore provides the perfect space to celebrate and promote the best Welsh contemporary art to a London-based audience.

#### **WHEN**

Saturday 2<sup>nd</sup>-Sunday 3<sup>th</sup> March 2019

Exhibition opening times:

**Saturday 2<sup>nd</sup> March 12.00pm (TBC) – 5.00pm**

Evening of Saturday 2<sup>nd</sup> March – Drinks Reception

Sunday 3<sup>rd</sup> March 9.00am – 5.00pm

#### **Location**

London Welsh Centre, 157-163 Grays Inn Road, London WC1X 8UE

Tel: 020 7837 3722

Email: [administrator@londonwelsh.org](mailto:administrator@londonwelsh.org)

Contact: Nicola Parry

#### Drinks Reception

On Saturday 2<sup>nd</sup> March, we will hold an invite only Drinks Reception to celebrate the opening of the exhibition and the Centre's involvement with *Wales Week in London*. The invitation list will comprise of board members, recognisable London Welsh figure heads, and the Centre's partners. If you are one of the selected artists, this is a superb opportunity for you to attend the reception and sell your artwork.

#### Exhibiting Fees

Your collection must fit within TWO ART DISPLAY BOARDS. (2m wide x 2.5m high = 5m<sup>2</sup>)

The cost for TWO ART DISPLAY BOARDS will be **£100**.

If you require a larger wall space for your artwork, you will be required to pay for FOUR ART DISPLAY BOARDS. (4m wide x 2.5m high = 10m<sup>2</sup>)

The cost for FOUR ART DISPLAY BOARDS will be **£200**.

If you will be sending your Works via an Art Courier, we will charge an additional £15 to cover our handling fees, but please note that we are not responsible for hanging artwork. This is the responsibility of the Artist.

## **Commission**

All works on show will be available for sale, unless instructed otherwise. All sales of artwork will be commission-free.

## **Payments**

**\*Please note\*** – Payments for any purchases will need to be made directly to the seller.  
The London Welsh Centre will not be able to process any transaction.  
This can be done by BACS payments or through personal card devices.

## **Delivery/Collection of Works**

**\*Please note Exhibition Boards will be going up on Friday evening, so hanging will not be possible till after this time.\***

- **Artwork delivery time** (in person or by Art Courier) TO BE CONFIRMED  
Friday 1<sup>st</sup> March 6.00pm – 10.30pm  
Saturday 2<sup>nd</sup> March 8:00am – 11.00am

Where possible, Works should be delivered **in person** on the date specified. The Works must arrive **wrapped** with the forms and labels provided by LWC attached. A member of staff will meet with Artists to receive the Works, and will witness and document its condition on arrival.

If you are unable to deliver your work in person, we recommend using a professional **Art Courier**, at your own expense. The Works must arrive on the date specified, **wrapped** with the forms and labels provided by LWC attached. A member of staff will receive the Works, and take a photo of its condition. We will email to confirm its arrival.

- **Artwork collection times – a slot will be assigned to you**  
Sunday 3<sup>rd</sup> March 5.00pm – 8.00pm (in person only)  
Monday 4<sup>th</sup> March 9.00am – 5.00pm (in person or by courier)  
Tuesday 5<sup>th</sup> March 9.00am – 5.00pm (in person or by courier)

Where possible, Works should be collected **in person** on the date(s) specified. (Please note that we cannot wrap Works for collection in person.)

If you are unable to collect your work in person, we recommend using a professional **Art Courier**, at your own expense. You will need to provide sufficient material for our staff to rewrap the Works. You are required to email the LWC with all the collection details and access to the tracker.

## **Parking**

- Parking on the single yellow outside the Centre – free after 1:30pm on Saturday, free all day Sunday and after 6.30pm Mon-Fri. As it stands, the Centre will not be arranging any additional parking, meaning that it is the responsibility of the Artists to find their own suitable parking.
- If delivering Artwork outside of these times, there is a 20min wait and load allowance on the single yellow.

- The cheapest car parks in the area are the NCP on Judd Street and the Travelodge Farringdon NCP.

### **Liability**

- Artists agree that the Centre has no responsibility to provide security or insurance to cover their property.
- Therefore, Artists must promise and warrant that they carry insurance sufficient to cover any damage, loss or theft of their property if necessary.
- The London Welsh Centre and Artist agree that any disputes arising under this Agreement will be resolved via a mutually acceptable alternative dispute resolution process.

### **Marketing/Publicity**

If you're a Welsh artist, this is a wonderful opportunity to get some great exposure for your work to a London-based audience; including the many Welsh people (some 60,000+ in London) who love to pick up something to remind them of home and to satisfy their Welsh creative and cultural sensibilities.

As well as marketing the event across Wales Week in London's channels, The London Welsh Centre will be publicising the event across our growing social media and mailing list, which includes:

- Over 4000 mailing list subscribers
- 700 supporters
- 3000 Facebook Likes
- 800 followers on Instagram
- 5000 Twitter Followers

### **A little more about the London Welsh Centre**

We are registered charity sharing the best of Wales with London for the last 80 years. To find out more visit [www.londonwelsh.org](http://www.londonwelsh.org)

### **Submission Guidelines and Checklist**

Submissions should be sent digitally via email to [administrator@londonwelsh.org](mailto:administrator@londonwelsh.org). Please include "Your Name: Artist Submission" in the subject line as well as the following attachments:

- Completed 'Artist's Submission Form'.
- Digital image(s) of your work.  
Must be .jpg or .pdf files with a minimum of 920 pixels at the smallest dimension. Images can be a maximum of 2 MB in size. Please name each image file with the Entry Name of the piece. You must submit at least one image per entry.
- Await confirmation from the Exhibition Administrators.
- Once you have received confirmation:
  - Familiarise yourself with the T&C's; sign and return the document.
  - Ensure prompt payment for your display wall space.

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