



## Exhibiting

**Exhibitors must meet the standards of the Magpie Springs Gallery committee** this will involve submissions of a selection of images (digital or photographs)

**Magpie Springs Gallery reserves the right to reject work.**

The Gallery provides a versatile exhibition area. The grounds perfect for sculptural works.

### GALLERY HOURS

Friday - Sun 11 - 5 Public holidays and seasonal opening hours.

Exhibition hanging time 8 weeks – Official opening on the first Sunday at 2pm

Guests are encouraged to bring a picnic prior to the opening for lunch. The fee for the artist's guests for the use of the property is waived at this time.

*If artist wishes to hold a private function prior to the opening - booking a space must be negotiated with Magpie Springs. All extra function, props, marquees, catering and musician's fees are at the artist's expense. Magpie Springs has an extensive list from which to choose if need be.*

### EXHIBITION FEES

A commission fee of 35% (including GST) will be deducted from all exhibition sales. A non-refundable deposit of 50% of the exhibition fee will confirm the booking, with the balance of 50% paid in full three months prior to the exhibition opening date. After final payment, all fees paid are non-refundable.

GST All exhibitors must provide to Gallery with either a statement with details regarding their ABN (if you are a registered business), or a signed declaration stating that your activities are on a hobby basis only, and that you are conducting your activities without a reasonable expectation of profit. Without this information, Gallery, by law, will have to withhold 48.5% of any payments due to that person.

\*note any sponsorship you gain may attract GST.

## **PROMOTION**

**All promotional material must have the Magpie Springs Logo.**

Gallery will arrange the design of invitations with the Magpie Springs Logo

- 1) On line version for email and web
- 2) Printed version for handouts – printing this is at the artist's expense. Magpie Springs can offer suggestion with best price.  
Printed material must be of a high professional standard.

Any other sponsorship should be acknowledged on invitations, etc.

Advertising costs – A range of advertising possibilities locally and nationally can be discussed with artist and will be at artists cost.... **lead time is required for printed and national advertising.**

Gallery has a broad range of free advertising distributed through many social media pages. Wine, Tourism, Regional, Arts, We have growing email data base to which invitations will be sent. Magpie Springs will promote the show in every avenue possible. Community media publications will be informed. (Regional tourist information centers ideal locations for **printed** invitations.)

Magpie Springs has its own advertising/marketing program in situ. It caters for a wide range of visitors who **will** see the work – we are a tourist destination. So get many National and International guests. We hold functions weddings, parties, gatherings – from experience the works become ideal gifts.

## **ARTIST PAYMENT**

All payments to artists will be made, in most cases, 30 days after the end of the month in which the exhibition closes. Payments are by online banking or cheque. (Please see GST clause regarding withholding tax. And **provide BSB and Account numbers**)

## **PRESENTATION OF WORKS**

All works must be presented according to professional accepted standards and be ready to hang. (ie. Undamaged frames). It is essential that all hanging works have firmly attached picture wires with D rings of sufficient strength to support the weight. Any painted works must be entirely dry. Work that doesn't meet these standards will be rejected.

Works to be delivered **Mon – Wednesday** of the week prior to the opening – **prebooked time for delivery a must** this can be after hrs.

**The show must be hung by Thursday as we are open to the public Friday.**

Each work must have a label with information about the piece – Name, medium, size and retail price. A list of the works must be presented to the gallery.

## **COLLECTION**

Unsold works are to be collected by exhibitors after the completion of the exhibition at a time to be arranged. **Sunday after 5pm – Monday optimal** (Works cannot be taken from or added to the exhibition after the opening unless prior arrangements are made with Gallery staff.)

No responsibility taken for uncollected art after the collection date.

Sold artwork must be fully paid for before collection by purchaser at close of exhibition.

Gallery reserves the right to resell works not collected by the buyer 3mths after close of exhibition.

## **INSURANCE**

(a) It is the artist's responsibility to insure their own works whilst in transit. Artwork on the premises is insured against Burglary and Fire (excluding theft without forcible entry). Maximum claim limits apply. Additional insurance, including Theft, Accidental Breakage or Malicious Damage is the responsibility of the artist.

(b) Artists have the benefit of Magpie Springs Public Liability Insurance.

## **COPYRIGHT**

Copyright of all work remains with the artist. Gallery reserves the right to document and photograph any work for publicity and information purposes. Any exhibitor has the sole responsibility for ensuring that their artwork does not infringe another creator's copyright. Artwork that may infringe the cultural property or moral rights of another person or group may not be displayed.