

# **The Glasgow Art Club – Terms and Conditions of Display**

– as published 6 Aug 2019

Members' exhibitions for current artist members are subject to the following terms and conditions.

1. **Eligibility** - unless stated otherwise by the exhibition schedule, members' exhibitions are open to all members who:
  - a. have been elected as an 'Artist Member'; and
  - b. whose membership subscription is current at the time of the exhibition.

At the President's discretion, newly elected artist members may also be invited to exhibit some or all of the work that they have submitted for their election consideration.

2. **Number of submitted works** - unless stated otherwise by the exhibition schedule, eligible members may submit:
  - a. up to three works for display in a (seasonal) members' exhibition in the Main Gallery; plus
  - b. two small works no larger than 20 x 20 inches / 51 x 51cm including frame for display in the Bar Gallery; plus
  - c. unframed 'postcards' for display in the Bar Gallery postcard rack in accordance with the amount of available space.

### 3. **Permitted work**

- a. unless otherwise stated in the exhibition schedule, all submitted work should be the eligible Member's original work;
- b. photographic prints, etchings and limited edition prints other than giclee may be submitted;
- c. all submitted work should be dry at time of submission and not incorporate materials or methods of construction that constitute a health and safety hazard;
- d. the Gallery Convener has the right to reject any work which he/she considers to be unsuitable for public display.

4. **Selection of submitted work** – providing that there is sufficient hanging space, the previously stated permitted number of submitted works has not been exceeded and work is not considered to be unsuitable, then all submitted work will be hung. In the event of there being insufficient hanging space to accommodate all submitted work then selection for hanging will be at the Gallery Convener's discretion whilst seeking to ensure that every submitting member gets to exhibit at least one of their submitted works. The Gallery Convener will contact any member who has submitted work that has not been selected for hanging.

5. **Submission process** – as detailed on the Club's website at <https://glasgowartclub.co.uk/membership/exhibition-entries/> :

- a. each submitted work must be accompanied by a completed submission label, copies of which can be downloaded from <https://glasgowartclub.co.uk/membership/exhibition-entries/>, Parts A and B of the submission label should be attached to the submitted work;
- b. additionally the back of each submitted work must be labelled so as to indicate the member's name, at least one form of contact and the work's title; failure to do so could lead to the work becoming lost in storage;
- c. delivery of submitted works during the week that the exhibition is scheduled to be hung should be to the exhibition space in which the exhibition is scheduled to be hung (Main

Gallery or the Billiard Room, noting that small works for the Bar Gallery should be left in the Main Gallery);

- d. works delivered prior to the week that the exhibition is scheduled to be hung should be left with a member of the Club's staff for safe keeping in a locked storage area. In such cases, each submitted work should be clearly marked to indicate the exhibition for which it is being submitted. Please note that members are encouraged to deliver the same week as hanging if they are able to do so;
- e. **all submitted works must be delivered to the Club no later than 11:30 am on the exhibition's first hanging day** as stated in the exhibition schedule. The Club reserves the right to not accept any works received after this time;
- f. **all submitting members are encouraged to upload images of their submitted work using the 'Submit Artwork' button that appears on the <https://glasgowartclub.co.uk/membership/exhibition-entries/> web page**

## 6. Framing

- a. with the exception of unframed postcards for the Bar Gallery, all submitted two dimensional works will be hung using 'L' hooks which will be screwed into the back of the work's frame. For this reason, metal frames and small thin wooden frames cannot be accepted;
- b. any 'D' rings or other protrusions should either be removed or covered so as to prevent scratching when works are temporarily stacked against each other prior to hanging and while awaiting collection;

## 7. Packaging

- a. members delivering during the week that the exhibition is scheduled to be hung should remove and retain all packaging. The Club cannot guarantee safe keeping of any packaging that the member does not remove or retain;
- b. members are responsible for re-packaging unsold or not selected works at time of their collection

8. **Insurance** – the Club does not accept responsibility for the security of submitted works. The Club's insurance does not cover submitted works, and members should arrange their own insurance if required.

## 9. Sales of submitted work

- a. work sold during the course of a Members' exhibition will be subject to a commission charge levied by the Club, equating to **25% of the marked price including VAT**; the Club may offer a discount to members purchasing works, which will be deducted from the Club's commission and not from the amount payable to the artist;
- b. submitted works that are not for sale should be marked as such;
- c. the Club will inform a member whenever one of their submitted works is sold, subject to any Data Protection restriction which may apply;
- d. the Club will not release a purchased work to the purchasing party or their representative until payment has been received in full;
- e. the Club will take responsibility for the re-packing of sold work to enable the purchasing party to take receipt of the work;
- f. if for some reason an alternative collection arrangement of the sold work is arranged with the agreement of both the purchasing party and member whose work has been purchased, then the member will assume responsibility for the handover of the work;
- g. the Club will endeavor to either pay or credit the account of the member whose work has been purchased by an amount equating to the work's marked price less levied commission

within three months of receipt of full payment or the closure of the exhibition, whichever is the later.

#### 10. Collection of unsold work

- a. exhibited work should not be removed from the exhibition until after 5 pm on the exhibition's stated closing date;
- b. any submitted work not selected for hanging may be collected during the exhibition;
- c. at time of collection, members must be able to provide the Club's staff with evidence of their submitted work in the form of 'Part C' of each submitted work's submission label;
- d. **members are asked, if at all possible, to collect their unsold work prior to the hanging day for the next exhibition in the same gallery.** Their work will remain hanging during this period and will then be stored for subsequent collection in accordance with clause e below. Please also note clause 7b above;
- e. works remaining uncollected 28 calendar days after an exhibition's closing date will be deemed by the Club to have been abandoned and may be disposed of by the Club as it deems fit.

11. **Members' Solo or Joint Exhibitions** – artist members whose subscription remains current, and who have been an artist member for at least twenty four months, may apply to stage either their own solo exhibition or a joint exhibition with other artist members who similarly qualify. In the first instance the application should be lodged with [galler@glasgowartclub.co.uk](mailto:galler@glasgowartclub.co.uk). The application will be considered by the Club's Council subject to the terms of a solo / group exhibition contract, a copy of which will be made available to the applicant. Approved solo or group exhibitions will normally be hung in the Billiard Room Gallery.