

ARTHOUSE1 GALLERY TERMS OF TRUST

Our intentions are to keep this simple and artist friendly.

Our motive is to provide a project space worthy of the most imaginative and unique artists.

The terms listed here are open to negotiation. We regard this more as a contract of 'trust' between the gallery and the artist(s). Terms need to be agreed by all parties before a solid booking can be confirmed.

ABOUT THE GALLERY

We believe what makes Arthouse1 gallery unique is the intimate space it offers within a domestic environment, offering great opportunities for individuals and groups interested in furthering their careers or making a statement beyond the ordinary.

The founder, artist Rebecca Fairman, has substantial experience in advertising, marketing and design, utilising these skills to promote the gallery and all the artists involved.

We also offer the writing and curating skills of artist, curator, and writer, Jane Boyer, who has been working in collaboration with us for over the last two years. She has exceptional skills and talent for bringing it all together. She works to maximise the potential of each exhibition, by offering curatorial guidance, editing, or rewriting statements where necessary, as well as producing skilful press releases to attract the attention of art critics and the press.

OUR COMMITMENT TO YOU

The gallery space, premise statement and press release writing, curating, marketing, design, management and admin costs are all pro-bono.

We ask only for a nominal commission fee of 35% for any works sold, plus a contribution towards external costs which involves printing of invitations/literature, PV staff, and technicians (if required) to help with hanging, and making good at the end of show.

PROMOTING YOUR EXHIBITION:

Press Releases and Media

- A strong, comprehensive Press Pack is released to all the relevant Dailies, Weeklies, Monthlies (where applicable), plus selected art bloggers.
- On-line listings are uploaded on: A-N, ArtRabbit, Artlyst, & South London Art Map (guaranteed).
- Other on-line listings: (not guaranteed) - Time Out, Guardian Culture, Art Monthly, Art Review, Art Licks, After All, Evening Standard, This is Tomorrow, One Arty Minute & Art Daily.
- Social media connections on Facebook, Twitter, Instagram and LinkedIn.

Literature and E-invites:

- Design and artworks for the invitations and postcard flyers are managed by the gallery free of charge.
- Printed colour litho invitations/programmes and postcard flyers are supplied at cost. We try to print two consecutive shows together to reduce the costs by half.
- Artist/s will be supplied with printed copies of invites for posting personal invitations to their key guests.
- We will post invites to our key contacts, and distribute postcard flyers to relevant local venues.
- The rest double up as gallery programmes for viewers to take away.
- Artists should understand that any texts provided to the gallery will be used at the gallery's discretion.

E-invites:

- Professional e-campaign invitations are designed and emailed to the gallery's ever growing mailing list of nearly 3000 subscribers via a professional programme which can be monitored, highlighting any needs for updates, responses or reminders.
- We also send out Newsletters and 'PV' reminders, but are very mindful not to over bombard guests!

Insurance:

- The gallery is insured for public liability, and any accidental damage/loss of artworks from within the gallery during the exhibition period.
- Artists need to insure their own artworks to and from the gallery.

Gallery Commission:

- The gallery takes a modest 35% commission of artworks sold, during the exhibition and for a period of 3 months after the closing of the exhibition.
- No VAT is charged.

Planning and installing your exhibition:

- We supply most hanging materials, with all electric & hand tools plus ladders available on-site.
- The gallery has ample ceiling LED spotlights and 8 double socket wall plugs.
- Plinths available: 2 @ 45 x 45 x 100cm, 1 @ 60 x 60 x 50cm, 1 @ 50 x 50 x 80cm, 1 @ 60 x 60 x 80cm.
- Technical assistance for hanging, lighting and installation works are available at cost (£12ph)
- There is storage space on the premises for packing materials and some extra artworks (if required).
- A gallery floor plan is provided in this document.

Exhibition Dates and Details

These are the usual arrangements for exhibitions, though other timings may be possible:

- Each Exhibition is held over a period of 3-4 weeks.
- Private View : first Wednesday or Thursday of the month.
- End of show : last Saturday of each month.
- Gallery is open to the public every Thursday to Sunday from 3pm to 7pm, or by appointment.

YOUR COMMITMENT TO US

Contribution costs: (these are per exhibition, not per person, unless it is a solo exhibition)

- Private view contribution costs for staffing and alcohol on the night : £240
- Colour litho print costs for x 400 copies of 6 to 8 page invitations & postcard flyers : £300
- Technical help if required : £12 per hour

Images, Inventory and Guest Lists

- You will need to supply quality high resolution images 10 weeks prior to exhibition.
- An inventory list of all works loaned to the gallery for exhibition should include: Title, size, medium, date and retail value, (which should include the commission fee) 3 wks prior to show.
- Email contacts for any guests you would like the gallery to send the private view e-invites to.

DEPOSIT AND CANCELLATION TERMS

- A deposit of £150 is required to secure your exhibition dates. along with a signed copy of these Terms of Trust.
- This will be **subtracted** from your invoice which will be sent out 4 weeks prior to your exhibition.

Once signed and booked, should artist(s) default for whatever reason, the gallery will retain the £150 deposit and has the right to charge for any works undertaken, such as writing, press-related works, design, artwork and any print works undertaken, at full cost.

Signed by artist: _____ **Date:** _____

Full Name _____

Address _____

Postcode: _____ **Mobile:** _____

Signed by Arthouse1 _____ **Date:** _____

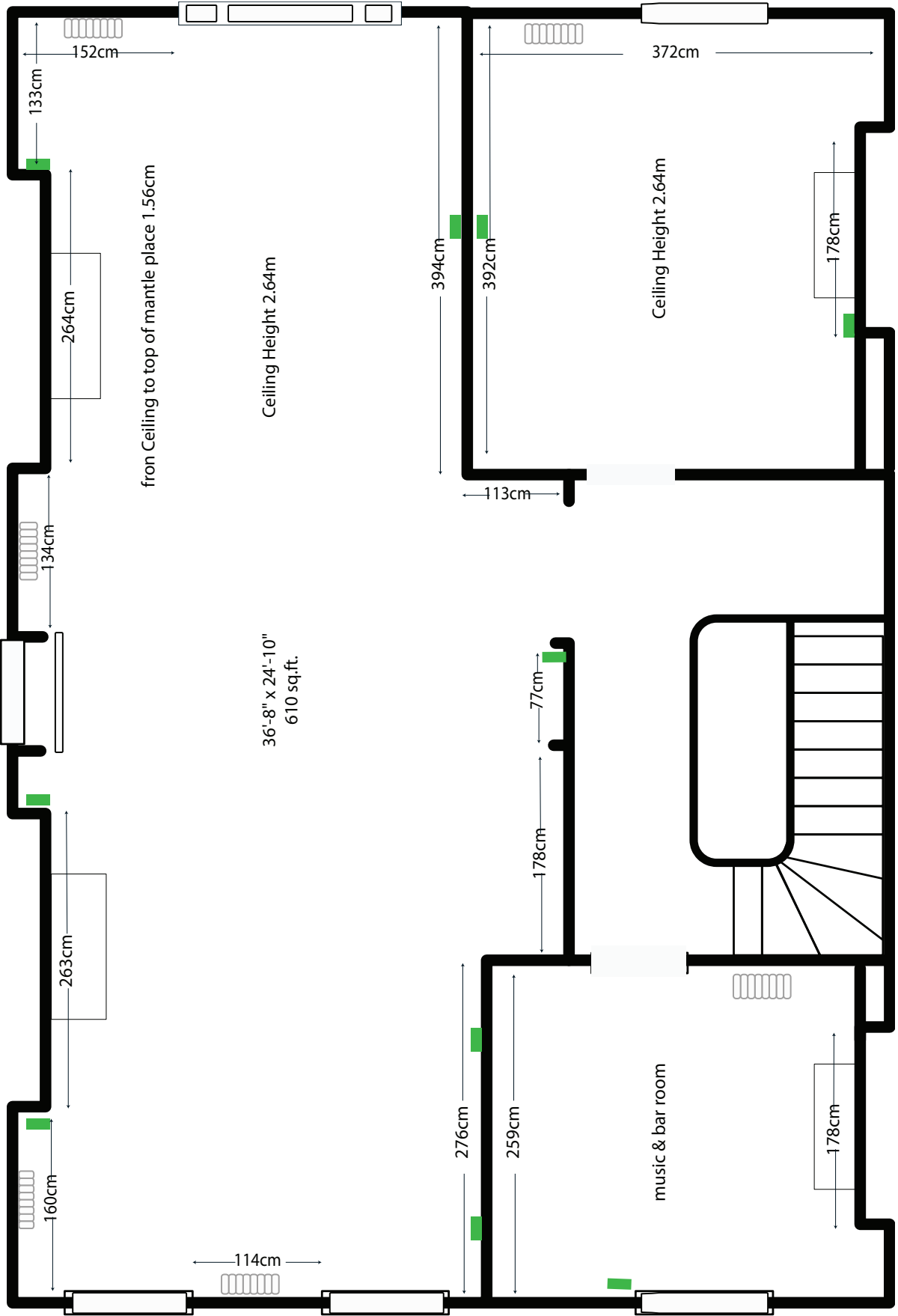
Exhibition date: _____ **Deposit paid:** _____

On-line payments: Arthouse1, A/C. 37969005. Sort code: 60-50-06 Please use your name as reference

ART HOUSE1.

Radiators from floor to top 81cm

power points



36'-8" x 24'-10"
610 sq.ft.