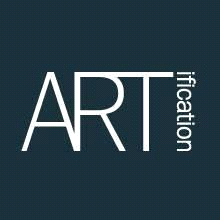
**W3 Gallery - Artist Submission form** 

|  |  |
| --- | --- |
| **Submission Deadline:** | To be share (As soon as we reopen).  We are welcoming submissions now, so that we can confirm and prepare for the exhibition. |

**Exhibition Details**

The Exhibition is called ‘’Portray ’’.This work can include illustrations, graphic arts, visual representation of text, and art work that tells story. The Exhibition will be open from 23rd April- 28th May.

**Contact Information**

**Fields marked with \* are mandatory**

|  |  |
| --- | --- |
| Name \* |  |
| Address |  |
| Mobile/Tel Number \* |  |
| Email \* |  |
| Artists website/ social media details |  |
| Short Artist Biography (max 50 woirds) |  |

**General Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Would you like to hold a special event/s during the exhibition? If so please describe the event.  (I.e. artist talk, taster workshop, poetry reading, performance, demo, events etc.) | Yes | No | |
| If yes, please give details: |  | | |
| Would you like to become a volunteer at ARTification? If ‘yes’ we will send you more details shortly. | Yes | No | |
| Do you have any special needs/requirements or health issues that ARTification should be aware of | Yes | No | |
| If yes, please give details: |  | | |
| Do you give us permission to use your photos on our Blog & our social media platform | Yes | | No |

**Details of the work proposed \***

**Max of 3/artist. Please list the title, medium, dimensions (L x W cm) and price of each work:**

**Submission 1**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | Received | Sold | Collected |
| Medium |  |  |  |  |
| Dimensions  (L x W cm) |  |  |  |  |
| Price £ |  |  |  |  |

**Submission 2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | Received | Sold | Collected |
| Medium |  |  |  |  |
| Dimensions  (L x W cm) |  |  |  |  |
| Price £ |  |  |  |  |

**Submission 3**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | Received | Sold | Collected |
| Medium |  |  |  |  |
| Dimensions  (L x W cm) |  |  |  |  |
| Price £ |  |  |  |  |

**Other Information** (Additional submissions info)

**Image of your artwork/s**

Please send jpeg attachments of your Art replying electronically.

**Terms of Entry**

**Pre-acceptance:**

* Please type the form (so that we can read!)
* Complete the submission form by email.

**Post acceptance:**

* **Pay a £10.00 administration fee**.
* **Label the work** (on the back or on a sticker) with:
* Your name
* Title of the work
* Price
* Any handling and/or hanging instructions.
* Work should be framed and ready to display or mounted or framed appropriately, **with mirror plates attached.**  Please note that clip frames are not permitted.
* We reserve **the right to refuse accepted artwork** that is not suitably presented for display, or is deemed offensive by the organisers, at which time the administration fee will not be refunded.
* **Transportation** of all artworks to and from the W3 Gallery is the responsibility of the artist. If there are any issues with transportation, the gallery needs to be notified as early as possible.
* ARTification has public liability insurance cover, so we recommend that artists **insure their work** (e.g. check [www.a-n.co.uk](about:blank) for insurance cover). However, we do require to be notified as to the value of the work being exhibited. The value is the cost to make the work not the selling.
* Any electronic items will need to be PAT tested before use.

**During the exhibition:**

* The W3 Gallery will not accept responsibility of any damage during the hanging or dismantling of an exhibition.
* Unless otherwise stated by letter, works exhibited may be **photographed for press** or charity website purposes in connection with the exhibition.
* **Copyright** of all works remains the property of the artist/maker.
* **Sales at the Gallery**
* ARTification will take a **30% commission** on any sales made during the exhibition.
* Work sold will be collected by the buyer after the exhibition.
* A small charge of 3% will go to world pay transaction system if you made any sales
* **Online Gallery Sales**
* ARTification will take a **30% commission** on any sales made during the exhibition.
* **Packaging and shipment** of all artworks sold is the responsibility of the artist. If there are any issues with transportation, the gallery needs to be notified as early as possible.

**Post exhibition:**

**Collection:** All works not sold should be collected at the end of the exhibition by you or a representative with a copy of the delivery receipt. The work collected must be signed for by the Artist (or rep) & a Gallery Representative.

If the work is not collected within **60 days**, W3 reserves the right to dispose, donate, or auction the work. If you are unable to collect your work, please contact us as soon as possible and we can make further arrangements for collection of work.

**Statement of understanding:** I understand the terms of this submission and the terms of exhibiting should my work, or works, be accepted.

**Name: (type signature if submitting online) Date:\_\_\_\_\_\_\_\_\_\_\_\_**

**Our Policy**

It is the policy of ARTification to provide equal opportunities without regard to race, religion, national origin, gender, sexual preference, age, or disability.

ARTification will use the information you supply for administrative purposes and to provide updates. We shall not share it with third parties.

We will always treat your personal details with the utmost care and respect and, if you change your mind, you can opt out at any time. To find out more, read our Terms and Conditions on [www.artification.org.uk](about:blank).

**Submitting forms**

Please fill in your form online and send it to:

[**W3gallery@artification.org.uk**](about:blank)

Due to escalating concerns over the COVID-19 outbreak. The dates to be shared as soon we reopen.

**Deadline for Submission:**

**Drop off Date:**

**Opening Night:**

**Closing soiree:**

**Bank Details**

Account Name: ARTification

Acc # : 21529706

Sort Code: 40-01-01

**Follow** ARTification and the W3 Gallery on **social media**:

Insta: @artificationuk / @w3gallery185

Facebook, Twitter: @artificationuk / @w3gallery

Please do share exhibition flyers and invite your guests to events and exhibition.

Please register on our website for monthly news letter for updates