



WESTON PARK



**Exhibiting in the Granary Art Gallery**

**The Granary Art Gallery at Weston Park opened in 2009 and has quickly established itself as one of the best UK venues for exhibitions.**

**Located centrally within England, close to motorway connections and major conurbations, the Gallery is open to the public on a seven day a week free basis, with access to Weston Park's outstanding Granary Grill and Deli Café and, in season, to the House with its internationally famous indigenous art collection. The park also includes a number of holiday cottages which provide additional Gallery footfall and may be rented separately by visiting artists and guests.**

**Owned by the Weston Park Foundation, an independent charitable trust with learning and conservation objectives, all income contributes directly to our core charitable aims.**

**These notes encapsulate details of hiring the venue but if you have further questions then please do not hesitate to contact us.**

### **Opening Dates and Times**

The Granary Art Gallery is open year-round seven days a week from 11:00am until 4:00pm each day and is stewarded by our team of volunteers.

We actively encourage Gallery talks and other promotional activities during the show and artists are welcome to arrange these events in partnership with Weston Park.

It is also possible to host an official opening or private view to help promote the exhibition and Weston Park would be happy to organise this within the opening times of the Art Gallery. Any food or drink that might be required for this must be ordered through Weston Park and we would be pleased to provide you with a quote should you need this.

### **Marketing & Information**

Weston Park acts as a venue for the exhibition and the marketing of the show, to ensure its full success, is the artist or exhibitor's responsibility.

Weston Park promotes all exhibitions in the Granary Art Gallery via our own events leaflet and through the Weston Park website [www.weston-park.com/art-gallery](http://www.weston-park.com/art-gallery) . We also e-mail our own database about up-coming events including names specifically gathered for forthcoming events at the Gallery, with a mail shot and would be happy to email this to you for you to send to your own database. We also upload information on all exhibitions to [www.artrabbit.com](http://www.artrabbit.com) and put posters on site at Weston Park in specific designated areas to help promote the exhibition.

If you would like a postal invitation produced, Weston Park can make and print this for you. Postal arrangements are to be negotiated through the Gallery Administrator at Weston Park.

If you exhibit with us then we ask for either emailed jpegs or a memory stick containing images of your work – ideally pieces that will be in the exhibition – together with the rights to use these in promoting the show. These should be both high and low resolution images.

## **Set-up and Take Down**

In advance of the set up you will need to bring the works that you propose to display in the exhibition, all of which should be labelled on the reverse. An email of a Word document of your list should be sent at least two weeks in advance of set-up and may be sent to [gareth@weston-park.com](mailto:gareth@weston-park.com)

The Granary Art Gallery has an Avanti rail and high-tension wire suspension hanging system and so the works should be fitted with fixings which will hang from this. Normal wire or cord through eye-hooks on the back of the works is usually sufficient for this purpose, but if you are in any doubt then we would be pleased to show you the hanging system at a mutually convenient time.

Take-Down is coordinated by the staff at Weston Park and the dates to collect works will be arranged in advance with the artist.

## **Staffing & Sales**

The Granary Art Gallery is located on the second floor of the Granary building. Our stewards in the Gallery will be responsible for answering questions, providing information about the exhibition and filling out any paper work regarding payments & collection of sold work. Payments for sold works will be processed by the Curatorial & Learning Administrator, whilst in the Gallery we have a PDQ machine allowing credit and debit card payments. Sold works are usually retained and marked with a red circular sticker, until the close of the exhibition where after the piece is available for collection by the purchaser upon production of proof of purchase. If a visitor who is unable to visit the gallery again for any reason wishes to make a purchase in advance of the closing date then we will use our discretion to achieve a sale and may allow them to take the work early, so as not to prejudice the opportunity of a sale.

We strongly suggest that exhibitors engage themselves in the opportunity to achieve sales during the exhibition; some artists and exhibitors chose to be present throughout the show and the results of sale often reflect this. Although our volunteers are pleased to undertake sales transactions and often compete with each other in achieving sales during an exhibition, they are not sales staff and cannot always give the levels of detailed explanation or enthusiasm that a maker themselves can give and which invariably leads to a sale.

The Gallery cannot take any responsibility for the packing and shipping of works – either sold or unsold – however we are happy to recommend external companies who can assist buyers, prospective buyers, or artists/ agents wishing to receive work/s.

## **Insurance**

Although we take the security of the Gallery seriously, works of art are brought into the Gallery and displayed there at the risk of the artists or owners. Owners of works of art are themselves responsible for making arrangements for their own insurance. We have facilities statements for the space and can make these available for the benefit of insurance brokers or underwriters.

## **Costs**

The Gallery is hired on a non-exclusive basis. The hiring cost of the Granary Art Gallery is:  
£1250 plus VAT for four weeks

There is also a charge of 30% commission due on all works sold during or as a result of the exhibition at Weston Park. This charge is subject to VAT at the prevailing rate which is paid by you and deducted from the proceeds of sale with the commission.

Private views are usually held on the first Sunday of the month from 2-4pm. If you wish to have a private view the cost is:

£150 plus VAT

This fee includes Weston Park staff time. Food and beverage requirements are in addition to this fee and we are pleased to quote in accordance with your requirements. This could be as simple as wine/ cordial, or include the service of canapes. We are also pleased to take bookings in the Grill and can offer exclusive use of the House too, should the occasion require this.

**The Granary Art Gallery's charges contribute directly to the work of the Weston Park Foundation's Education Department.**

The hiring price includes:

- Architecturally outstanding Gallery as a remarkable venue
- Over 60 metres of hanging space
- Gallery open daily 11.00-16.00
- Full hanging system
- Lift to Gallery level
- Wholly inclusive access
- Invigilation - Stewards provided for each day that the Gallery is open
- Heating and Lighting
- Production of leaflets and handouts in the Gallery
- Web advertising and media releases via Weston Park's Marketing Department
- E-mailings to promote show
- Postal communication can be negotiated
- Daily cleaning by Weston Park staff
- Labeling of works
- Free car Parking for artist and guests to the show
- Lavatories

The hiring price does not include:

- Insurance of items exhibited
- Out of hours opening
- Hanging space in areas other than the Gallery at Weston Park
- Refreshments
- Any services additional to those listed as included above or guarantees of sales

These notes detail the terms and conditions for exhibiting in the Granary Art Gallery at Weston Park.

If you are interested in showing your work then please email [gareth@weston-park.com](mailto:gareth@weston-park.com) with your exhibition proposal. This should include the names of the artist/s involved, proposed dates, theme of the exhibition, and type of works on display and length of exhibition. Please include jpeg images of relevant work.

**Gareth Williams**

**Curator & Head of Learning to the Weston Park Foundation**

**Direct Telephone: 01952 852131 Email: [gareth@weston-park.com](mailto:gareth@weston-park.com)**