



House Rules for exhibitors, short-term hires etc

Oxheys Mill Studios is an artists' collective with each resident artist renting studio space and sharing the costs of utilities and other expenses at Oxheys Mill. We receive no external funding so the only resources are those which we provide ourselves or which are kindly donated to us.

Non-resident artists or anyone taking up temporary residencies, undertaking short-term exhibitions or hiring space must agree to our House Rules and in particular note the following:

- Tools and fixings and any other items for installations must be provided
- Installations & take-downs are to be carried out at agreed dates/times only
- Any damage must be made good before departure or by an agreed date
- A deposit will be requested at the time of booking
- Contribution of £5 towards coffee, tea etc & £10 towards utilities is required
- Any rubbish, waste and/or packaging must be removed
- Technical support, if needed, must be pre-arranged at a nominal charge
- Invigilation, if required, must be provided or pre-arranged at an agreed cost
- Adequate PI and Contents insurance must be held
- Any licenses or permissions needed must be obtained
- All electrical equipment must carry evidence of recent PAT testing
- Extension leads, if required, must be provided

Project Space

The Project Space is a communal area which will be open to visitors at times as agreed, to exhibit work. The space must be kept clean, tidy and clear of rubbish at all times and every artist is responsible for keeping it so. The disabled access ramp must be available for use at all times.

Access to the Fire Door and also the loading bay must be kept clear and accessible at all times.

All artists are expected to help with promoting, organising, preparing for and manning events.

Loading bay and other areas

Consumption of alcohol is permitted by the landlord *only* during a private view event and *only* within the loading bay/project space area. A No Smoking policy operates throughout the premises.

Tea, coffee, sugar, milk, soap, toilet rolls etc are provided from a kitty to which resident and non-resident artists are expected to contribute as necessary. Donations from visitors welcome.

It is within everyone's interests to keep the public areas of the venue clean and tidy at all times, removing rubbish, keeping toilets clean and fresh and replacing towels/soap when needed. Your cooperation is appreciated.

Oxheys Mill Studios accepts no liability for any items left on the premises or for any damage caused to artwork or equipment howsoever caused or for failure to obtain any necessary licenses.