

# Pop-up Harris Exhibition 2018

9<sup>th</sup> June - 10<sup>th</sup> June 2018

**Hand-in: 9.30am - 10.30am Sat 9<sup>th</sup> Collect: 3.30pm Sun 10<sup>th</sup> June**

Harris Museum & Gallery, Preston

**Open: 10am-5pm Sat 9<sup>th</sup> June and 11am-4pm Sun 10<sup>th</sup> June**

Exhibition runs for 2 days only

## Terms & Conditions

Please read carefully. By submitting work you accept and agree to be bound by these conditions.

This pop-up exhibition is open to all local artists and students including visual artists in all media. Due to the tight timescale and short turn-around, however, we would suggest that small artworks, which can be transported and displayed easily, might be more practical. No Private View event will be held on this occasion.

### Number of works & handling fee

Artists may submit up to 3 original works. 2D artworks must be provided either with mirror plates ready to hang or with alternative means of display. No fee is being requested on this occasion but we would request donations of tins of non-perishable food for the large-scale artwork on the Flag Market please.

### Submission process

Submissions must be delivered to and collected from the 2nd floor of the Harris on the dates and at the times specified, either by the artist or by someone acting on their behalf. Please bring **two copies** of the completed Entry Form as one will become your receipt and will be needed for collections. Each work must be **clearly labelled** with the artists' name, title, medium and price. All packaging must be removed and taken away. Please note there will be parking restrictions in effect on the streets outside the Harris on Saturday June 9<sup>th</sup> due to preparations for the Making A Mark event.

### Collections

Please be sure to collect your works on time and bring your receipt. There are no storage facilities available at the Harris so any work not collected by closing time 4pm on Sunday 10<sup>th</sup> June *will be disposed of*.

### Sales

All sales will be cash only and taken away on the day. A commission of 20% is deducted from any sales. Where possible artists will be paid the total sales amount less commission within 14-21 days of the exhibition closing.

### Insurance

All artists are responsible for insuring work against loss or damage whilst on the premises of the Harris Museum. Every care will be taken when handling but neither Oxheys nor the Harris will be held liable for any loss or damage however caused

### Publicity

The exhibition may be photographed to publicity and may be shown on the websites of Oxheys, the Harris or Preston City Council. All artists retain copyright in their own artwork. Copyright in photographs of any works displayed in the exhibition remains with the photographer concerned and may only be used with permission.

# Harris Pop-up Exhibition 2018 Entry Form

Artist name: \_\_\_\_\_

email address: \_\_\_\_\_

Mobile phone no: \_\_\_\_\_

No. works submitted: 1 2 3

Title	Media	Price	AW No.
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

I would like to join the Oxheys mailing list for future events & exhibitions      yes/no/already joined

I accept the Terms & Conditions of Entry ..... Date .....

Donation: yes/no      Accepted by: ..... Sub no. ....  
on behalf of Oxheys

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**RECEIPT. IMPORTANT: PLEASE PRESENT ON COLLECTION**

