**Reflection - Terms and Conditions**

Please read terms & conditions carefully before sending in your application.

By entering the open call you will be agreeing to terms laid out below.

**Payment**

 ● Each artist can submit maximum of three artworks. Fees for one artwork for £10, two for £15 and three for £20.

● The entry fee is a non-refundable

**Artwork**

● Up to three artworks can be submitted per application.

● Artwork should have a maximum height/width of 150cm.

**Images & Text**

● Image files submitted for WID should be a maximum file size of 3mb each, and clearly labelled with the artist’s name and title of piece.

 ● Artists can submit up to three images per artwork with their application.

● Artist’s images, artist statements or other materials may be used for Artcore’s archive, advertising and publicity for current and future exhibitions.

 ● While Artcore will endeavour to prevent breaches of copyright, Artcore will be in no way held responsible for any such breaches that may occur.

 **Delivery and return of Artwork**

 ● Artists are responsible for both the delivery and collection of artwork to and from the gallery, this should be in line with the dates and time Artcore will provide. This includes payment of postage, courier services, transit/postage insurance, packaging, shipping and any VAT costs.

● Artists are also responsible for ensuring that their artwork is packaged correctly. It is not Artcore responsibility to pack up artworks at the end of the exhibition.

 ● Artcore will not be held responsible for any damages that may occur to any equipment and artwork whilst in transit.

 ● Artists are responsible for arranging collection of their artwork within two weeks of the end of the exhibition.

Dates of collection:

From 22nd of March to the 5th of April

 9.30 am to 4.30 pm

 Monday to Friday

**Insurance of Artwork**

● Artists are responsible for insuring against any loss or damage that may occur to artworks, equipments and property while it is in transit, during installation and during its time in the Gallery.

● Artists should provide clear instructions for how any artwork provided should be handled whilst in Artcore’s care.

**Equipment**

● Artists are responsible for ensuring that any electrical equipment they provide for the exhibition has been PAT tested.

**What Artcore will do:**

 ● Artcore will showcase all artworks sumbitted, and be responsible for the curation, installation and deinstallation of artworks.

● Artcore will market the exhibition; this will include distributing a press release and creating a e-flyer to promote the exhibition.

● Promotional information will be distributed to Artcore’s mailing list contacts, published online on the Artcore website and on other online spaces, including Twitter and Facebook, and advertised online in arts website listings and publications.

● Artcore will be responsible for handling any sales of artworks during the exhibition.

● Artcore will organize the launch of the exhibition on Friday 9th of March.

**Details of the IWDE prize winner:**

 ● One overall prize winner will be selected from all the artists exhibiting in the exhibition.

● The winner will receive a one week solo exhibition in Artcore’s Gallery space in 2018/ 2019.

● The solo exhibition will be free of change to the winning artist. This means that the artist will be given the gallery space to exhibit for the one week period with no hire charges. This excludes artwork insurance, delivery costs and any additional costs relating to the creation and installation of artwork, which should be met by the exhibitor.

● Artcore and the prize winner will liaise to organise dates for this exhibition and installation.

 ● The exhibition will be curated in collaboration with Artcore.

● Artcore will market the exhibition as above, and promote the winning artist on the Artcore website.

Please address all enquires to chiara@artcoreuk.com