

“WONDER”

Craven Arts Winter Exhibition **5th November - 20th December 2026**

TERMS & CONDITIONS

By submitting your entry details you accept the conditions set out below. These are to help the smooth running of the exhibition. PLEASE NOTE send all email correspondence to **exhibitions@cravenarts.co.uk** not to individuals or staff.

GENERAL GUIDELINES

1. **FEE:** The entry fee is £20. **NUMBER OF ENTRIES** up to three small artworks (no larger than approximately 50x50cm) may be submitted along with cards and browser items for sale. An email will confirm your payment. Remember to keep a copy for your own records. For larger artworks please contact **exhibitions@cravenarts.co.uk** before entering. Very small items such as jewellery up to 10 items.
2. Entries close 5th October. No late entries can be accepted. From the date of closure for entries no further changes to submitted information can be accepted as all related documentation will have been prepared.
3. This is a fundraising event so a payment of £25 will be payable for NOT FOR SALE or unpriced items.
4. The Terms & Conditions **DELIVERY NOTE** will remain available on the website. Download 2 copies to be brought with your artwork on the delivery day. One will be returned to you as your own record. Please **DO NOT** submit the Delivery Note with your Entry Form.

PRESENTATION OF ARTWORK

5. **NEW ORIGINAL WORK:** meaning artwork not shown at Craven Arts before and defined in this context as your own work. All art media are accepted, unframed art, printed reproductions or Giclee prints must be browser items.
6. **HANGING: All artwork must be strung so it can be hung safely.** It must be robust with D rings and cord attached. Mirror plates and Clip frames will not be accepted. With the exception of canvases all 2D artworks must be securely framed.
7. **LABELS:** All pictures **MUST** have a label firmly fixed on the back with the name of the artist, title, medium and price. If the label price differs from the entry form, Craven Arts reserves the right to sell at whichever is the lower amount. Artists may bring Certificates of Authenticity, which must be attached to the work, Craven Arts accepts no responsibility if these become detached.
8. **CARDS & BROWSER ITEMS:** Must be seasonally appropriate or related to the exhibition. Up to 50 cards per artist will be displayed in the shop (not all may displayed at once). Up to 4

Browser items per artist will be displayed in the gallery. **All MUST be fully price labelled on the back.**

All items **MUST be individually priced** or may not be displayed. Artists promotional and business cards can be submitted and will be displayed as the Curatorial team prefer.

CHARGES & COMMISSION etc.

9. PAYMENT FOR SALES: the amount less our commission will be paid by Bank Transfer. If all your work is sold we will aim to inform you before the end of the Exhibition.

10. COMMISSION DEDUCTED: Craven Arts will retain 20% on all sales.

11. CONFIRMATION OF DETAILS: the ARTIST ENTRY FORM form (online and hard copy) must be submitted by 5th October to enable records to be compiled.

12. INSURANCE/ARTISTS' LIABILITY: No insurance cover for artworks is provided by the Craven Arts. Exhibitors are accordingly advised to insure their own works for the period of the exhibition. Whilst every care will be taken to ensure the safe keeping of artworks, the Craven Arts shall not be held responsible for any loss or damage however caused.

13. GENERAL DATA PROTECTION REGULATIONS (GDPR): By providing your details including email address you agree to your details being held electronically. We collect data from your Form so that we can contact you before, during and after the exhibition. You can ask to see your data, update it or ask for your data to be deleted any time after the exhibition. The information provided for this exhibition is stored according to GDPR protocols. All information associated with this exhibition will be deleted once all payments have been concluded. We will never pass on your information to anyone without your express permission.

EXHIBITION PROCEDURES

14. RECEIVING DAY: Monday 2nd November between 10am-4pm, any wrapping is to be labelled with name of artist, and title of work. If you are unable to deliver between these times contact **exhibitions@cravenarts.co.uk** to agree alternative arrangements.

15. STEWARDING: There is an expectation to volunteer to steward at the exhibition on a minimum of 2 occasions. A guidance manual is provided. Rota periods will be 10am-1.30pm and 1.30-4pm on Thursday to Sunday each week. We manage the rota through our SignUp App and may contact you by email or phone for changes if some become under or oversubscribed. If you have not volunteered before please contact us to arrange volunteer training. If your circumstances limit you from volunteering don't let this prevent you from exhibiting.

16. SOLD WORK: We may not be able to keep your work on display throughout the exhibition if sold, although we will endeavour to do so. Cards and prints/browser items will be released immediately at point of sale.

17. CURATION: Placement of artworks is under the direction of our Curatorial Team. During the exhibition some sold works may be replaced with artworks held in reserve. This will be done with consideration given to the overall aesthetic appeal of the exhibition.

20. PREVIEW EVENT: On Friday 6th November 5-7pm all artists showing their work are invited to attend along with their guests and VIP's invited by Craven Arts.

21. COLLECTION OF UNSOLD WORKS: You or your nominated representative may collect your unsold work from Monday 21 December 2026 10am to 4pm. If you are unable to attend at this times contact exhibitions@cravenarts.co.uk . REMEMBER to bring your own re-usable wrapping protection for work. Please try to reduce the use of plastic. Respect the environment.

22. WORKSHOPS & OTHER EVENTS at Craven Arts House

During the exhibition the following will also be happening (details on the website) :

- 'Wonder' exhibition workshop Sunday 8th November with Jane Carlisle Bellerby;
- 'Making Christmas' Saturday 5th and Sunday 6th December;
- 'Winter Solstice Sound Bath' Sunday 20th December.

If you are interested in delivering seasonal workshops, please contact selina@cravenarts.co.uk as soon as possible.

KEY DATES

Event	Date	Times
Entry Form details submission	5 October	Midnight
Receiving Day exhibition	2 November	10am-4pm
Preview evening	Friday 6 PM November	5-7pm
Open Thursdays to Sundays	From 5 November	10am -4pm
Exhibition closes	20 December	4pm
Collection of Unsold artwork	21 December	10am-4pm