**Terms and Conditions of Exhibition Entry for Creating Spaces 2025**

**The Sanctuary, The Long Table, Stroud.**

**Exhibition dates 18th - 26th October 2025 (installation 17th and deinstallation 27th)**

**EXHIBITION ENTRY FORMS**

* Please complete ~~s~~ubmission form in full.
* You may enter up to 5 indoor pieces. However please note that some pieces may not be selected. Outdoor pieces can be submitted which will be shown indoor, subject to space.
* Artists must be current members of Cotswold Sculptors Association and are required to pay a non-refundable submission fee of £12 per piece to cover administrative and marketing costs.
* If sculpture sets are available to purchase individually, each part is subject to the submission fee.
* Payment to be made to **Cotswold Sculptors Association**, by BACS Sort Code 30-96-26 Acc 33441160. Or post a cheque to: LT Submission 2025, c/o Sarah Cushing, 25 Purley Road, Cirencester, GL7 1EP at the time of submission.
* Each entry **MUST** be accompanied by one photograph (Hi-res Jpeg over 1MB) with your name, title of the work and media in the filename of each image e.g., **John Smith Name of piece.jpeg** Indoor sculptures should be photographed with a plain background. Outdoor sculptures can be photographed outside but need to be sited carefully to accentuate the sculpture.
* Any photographs you have supplied may be used for marketing and advertising purposes and on social media.
* Your sale price must include 30% commission. (15% to Long Table, 15% to CSA)
* Entry forms must be accompanied by an artist statement of **no more than** 100 words written in 3rd person.
* Deadline for submissions is 8th June 2025
* All work submitted **MUST** remain until the end of the exhibition.

**SELECTION PROCESS**

* CSA Committee and exhibition organisers will make the selection and their decision will be final.
* Where more than one artist has entered a bronze of the same model in the same pose, only one version will be selected. This will be done by committee with the identity of the artists undisclosed.
* Care will be taken to ensure there is no conflict of interest between exhibition organisers and committee members in relation to the sculpture entered.
* CSA exhibition organisers will select the locations for work and their decision will be final.
* Confirmation of selection will be made by **23rd June 2025.**

**INSTALLATION**

* Artists will be responsible for the delivery of work before the exhibition.
* Installation date is **17th October 2025** (delivery instructions and timetable to be arranged and agreed).
* Vehicular access is available close to the exhibition site.

**PLINTHS**

* Please measure your piece including any integrated plinths. If the plinth is separate please do not include this. We may need to borrow some plinths for the duration of the exhibition and will be in touch if necessary.

**INVIGILATION**

* **All exhibitors should try to do their utmost to volunteer for invigilation.**
* Invigilation slots will be each day except Monday, 10.30am to 1.30pm & 1.30 pm to 5pm.

**DEMOS**

* We will be running a demo day on Saturday 25th October. Please indicate on the submission form if you are able to participate.

**SALES**

* 30% commission will be charged on sales, so please ensure that the selling price reflects this.
* It is the responsibility of the artist to send the necessary edition number certificate to the buyer where appropriate.
* If additional casts are purchased, a deposit will be taken and the buyer will be referred to the artist to arrange collection or delivery of the new cast.
* Money from sales will be transferred by BACS to the artist by 15 November2025 if buyers have paid in full or later when buyer has paid. Please ensure your correct bank details are entered on the submission form.
* The artist agrees to ensure consistent pricing if the work is offered for sale anywhere else.
* If buyers approach artists directly as a result of seeing the work at The Long Table, the artist agrees to pay the standard commission should the sale proceed.

**COLLECTION FOLLOWING A PURCHASE**

* Buyers can collect at the end of the exhibition unless negotiated with the organisers under exceptional circumstances. This will be made clear on purchase.
* Any other collection or delivery arrangements will be made directly with the artist once the exhibition has closed.
* Where editions have been purchased, which will not be ready by the end of the exhibition, the artist must contact the buyer to confirm when it will be available.

**DE-INSTALLATION**

* All pieces **must** be collected on **Monday 27th October.** A timetable will be circulated beforehand.

**LIABILITY/INSURANCE**

* All work is displayed at the artist’s own risk.
* Neither the venue nor the Cotswold Sculptors Association hold any insurance for loss or damage to any individual pieces of work. All risks must be borne by the participating artist and it is recommended that you arrange your own cover.
* Public Liability insurance has been arranged to cover the exhibition.

**Completion of the submission form implies acceptance of the above Terms and Conditions**