



Artist Contract

Please read the following information carefully before submitting a show request. Thank you.

- Numbers: 12 shows per year.
- 1 calendar month per exhibit, one exhibition per artist per year.
- Priority will be given to new artists and artists in recovery

Commission and Sales:

- A minimum 20% of the retail price (VAT inclusive) commission donation to The Edge Café is required. No fees are charged for exhibition, and there is no VAT payable on the artwork itself provided the artist is not registered for VAT.
- Sold signs and red dots are to be arranged with the artist.
- All pieces must be left up until the show is completed. If a piece must come down early (i.e. birthday present), it must be replaced.
- Title plates, postcards and contact information are the sole responsibility of the artist. Prices on title cards or a printed list are required.
- Payment for art sold will be made within 4 weeks after the end of the exhibition by an online bank transfer to the named artist. Artists must ensure that they make their bank details available. No cash payments will be made.

Submission Guidelines:

- Submissions are accepted at the Café or by emailing the Recovery Coordinator at: seniorrecovery@theedgecafecambridge.com
- Please include: a short biography, website or 10 jpgs; sizes of pieces; description of current work.
- Shows can be solo or shared by a maximum of 3 artists.

Styles and level:

- Due to having customers of all ages and backgrounds, disturbing and violent content cannot be displayed. Decisions will be made at the discretion of the Edge Café.
- Level: artists of all levels of experience are welcome but they must be ready to hang a show independently. Assistance cannot be provided with hanging, or pricing.

Hanging and Curation:

- Hanging is done by the artist. A second person is usually needed to assist.
- The Edge Café can provide a ladder on request.
- All pieces must be ready to hang: wired and fully finished.
- Art must be hung outside of café opening hours (e.g. not between 8am-4pm, Monday-Friday and 9am-4pm on Saturday, unless agreed with Café Manager).

- All pieces must be hung securely using the installed hanging system. No holes to be drilled or extra hooks or nails to be used.

Promotion:

- Promotion is shared between the café and artist.
- The artist must provide jpg images, a brief description of the show, a short biography and weblinks. The show is then advertised on Facebook and The Edge Café's website.

Private Views and Opening Parties:

- Opening parties or private views are encouraged but optional. Please confirm dates with the Recovery Coordinator before advertising.
- Special catering can be arranged with Sarah, the Café Manager.
- Openings are a great way to sell art and also introduce new people to the café.

Insurance and Contracts:

- The Edge Café has general insurance but does not insure the art and cannot guarantee any pieces. Whilst every care will be taken to protect the art works and to ensure the security of the building, The Edge Café accepts no liability for loss or damage of exhibits, however caused. Artists may need to consider making their own insurance arrangements for the protection of their work which is not covered by the general insurance provisions and liability insurance of the Café.
- This document is used as a contract between the artist and The Edge Café. It must be signed by all artists when a show date is accepted.

THE EDGE CAFÉ GALLERY CONTRACT

Sign and make a copy for Artist & Café.

The artist has read this contract fully and agrees to accept all terms and conditions listed above.

Show date contracted: _____

Artist: _____ (print & sign)

Recovery Coordinator/Café Manager: _____ (print & sign)

Date: _____

<u>Account Holder Name</u>	
<u>Account Number</u>	
<u>Sort Code</u>	