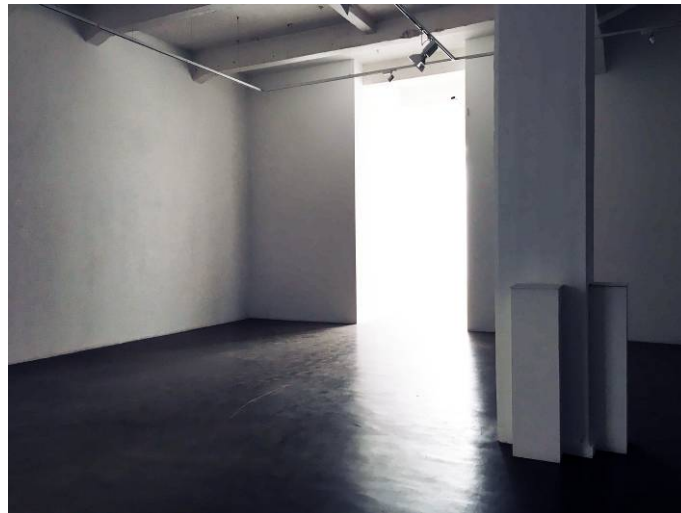


A.P.T GALLERY

GUIDELINES FOR EXHIBITORS



The Art in Perpetuity Trust is a registered charity that encourages participation in the visual arts through creative practice, exhibitions and education. A.P.T Gallery's exhibition programme combines a curated programme along with selected exhibitions and A.P.T initiated projects. As a charity A.P.T is committed to keeping gallery charge costs to a minimum and to supporting new and diverse initiatives that reflect local, national and international practice. A.P.T artists-members support the exhibition programme in-kind as their individual availability allows, and our Gallery Manager and Assistant will commit as much time as they can to the exhibition, however it should be understood that keeping the gallery charge low means that the exhibitor will need to be prepared to take on most of the work with their show as sometimes we just don't have the capacity to help.

Exhibition proposals for the A.P.T Selected Exhibition Programme are submitted to A.P.T's Gallery & Projects Committee for consideration at selection meetings throughout the year.

APPLICATION PROCEDURE

Exhibitors are required to complete the Application Form below and provide two copies to A.P.T: a single PDF should be emailed to aptlondon@btconnect.com and a hard copy should be posted to A.P.T for the attention of Liz May, Gallery Manager.

Exhibitors are encouraged to visit the gallery before submitting an exhibition proposal.

KEY POINTS TO CONSIDER WHEN SHOWING AT A.P.T GALLERY

- Once selected, the exhibitor will be required to sign the gallery contract and pay £250 deposit to secure the exhibition dates.
- Install and de-install is the full responsibility of the exhibitor and dates / times are agreed with the gallery manager in advance
- The exhibitor will be required to organise one education event (talk or workshop etc.) during their show
- The rental period is from 10am on the Tuesday of the first week to 4pm on the Monday of the last week, the published dates of the show are listed from the first Thursday to the last Sunday. Private Views are normally on the first Thursday from 6pm to 8pm. A closing Tea Party is often held by exhibitors on the last Sunday at 4pm.
- The exhibitor will be responsible for insurance of artwork. The exhibitor is welcome to use A.P.T's equipment (monitors, projectors, PA system etc.) as this equipment is covered by our insurance. We have public liability.
- The exhibitor will be responsible for invigilation during the core opening hours of the gallery which is Thursday to Sunday, 12 to 5pm. All events should be invigilated and also any late nights, such as South London Art Map Last Fridays.
- The exhibitor will be responsible for printed material and publicity and A.P.T requires that its name and/or logo and/or charity number is used on all materials.
- Social Media – A.P.T will support the exhibitor with social media postings as capacity allows. Twitter is run in-kind by an A.P.T artist-member and Instagram and Facebook are administered by our gallery assistant (who works one day a week).
- All the walls (except for the wall adjacent to the education room) have a layer of chipboard behind the double layered plasterboard and so can be screwed straight into. Work can be suspended from the ceiling, not the light tracks. Nothing is to be screwed, nailed, or glued or taped to the floor. The exhibitor will be required to make good the Gallery by the end of the exhibition period (filler and paint are provided) A.P.T can provide a technician to help with this work, the charge would be around £150 per day.
- The exhibitor will appreciate that A.P.T is a working studio environment for artists and so the exhibition must avoid unnecessary disruption in terms of noise or other disturbance.
- Occasionally the Gallery is used, during the run of an exhibition, for talks and discussions, meetings, training sessions, workshops and classes.
- Lift access is required at all times although we do encourage our artists not to use the lift when the gallery is open.
- A copy of the gallery contract is available upon request.

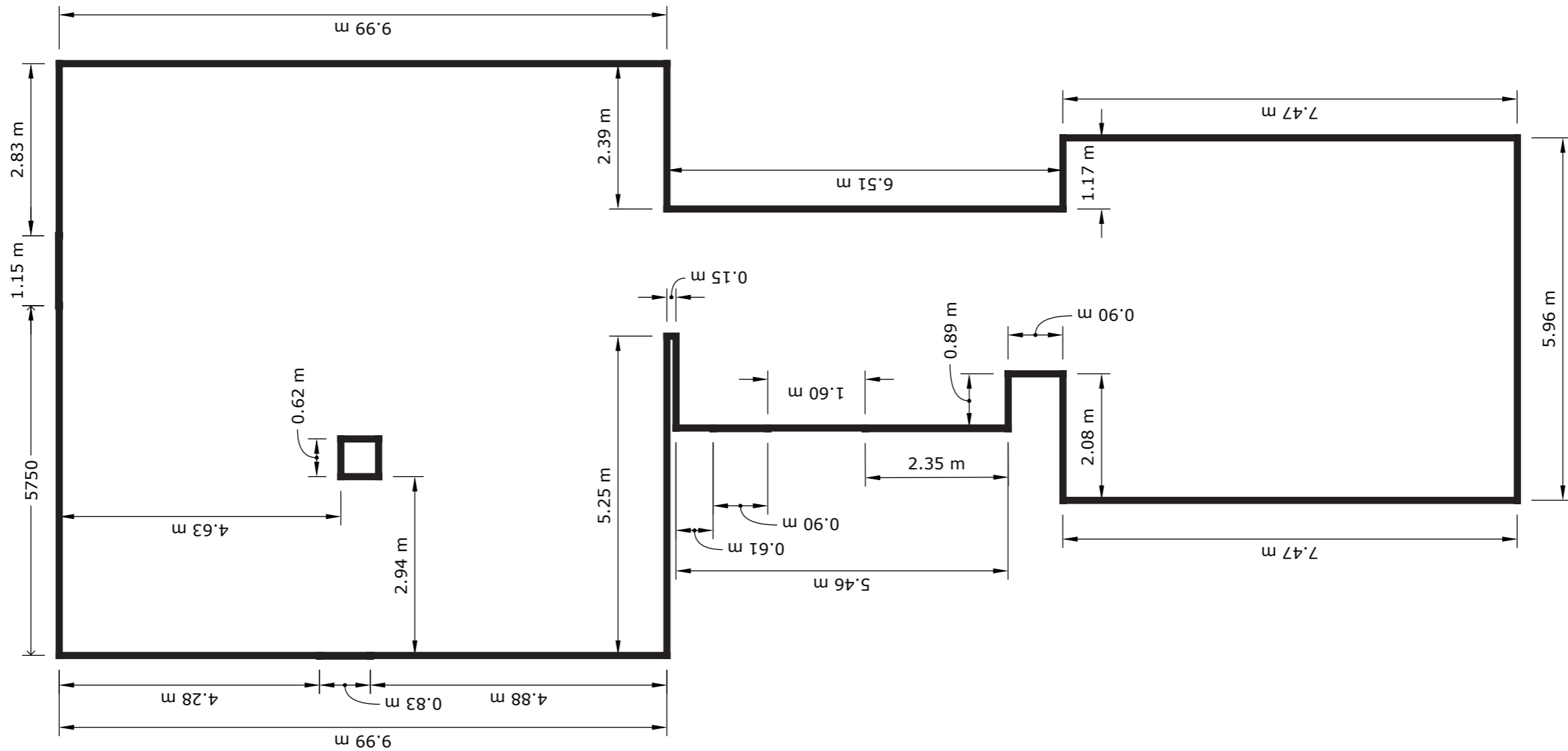
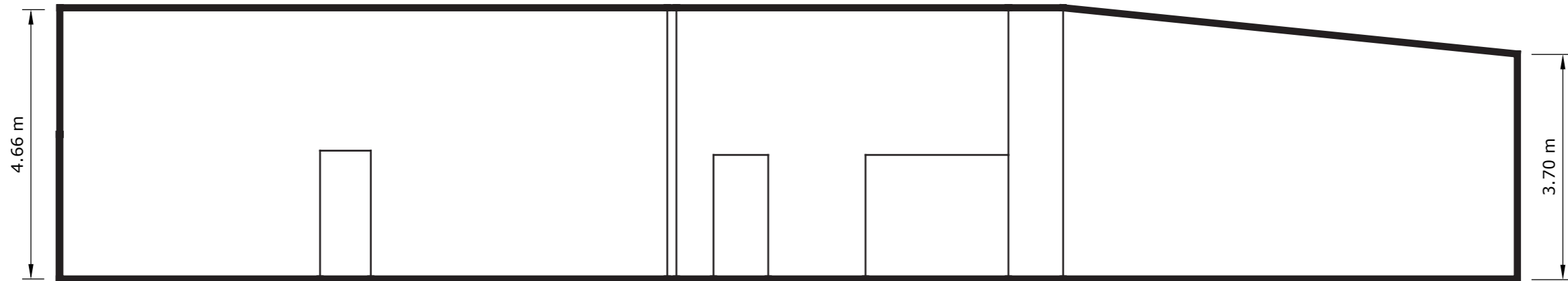
A.P.T Gallery

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Telephone | 020 8694 8344

aptstudios.org | creeksideopen.org | aptlondon@btconnect.com

Registered Charity No 1045363



SECTION AND PLAN
ART IN PERPETUITY TRUST