

# Hornsby Art Society Inc. |

## Hornsby Art Gallery

208 Pacific Highway, Hornsby NSW 2077

PO Box 642, Hornsby NSW 2077

Open Wed-Sun from 10am - 4pm. Closed Mon & Tues. Phone: 9476 8869

Email: [hornsbyartgallery@bigpond.com](mailto:hornsbyartgallery@bigpond.com) Website: [www.hornsbyartsociety.com.au](http://www.hornsbyartsociety.com.au)

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## Terms and Conditions for Exhibiting art works in Hornsby Art Gallery

1. Hornsby Art Gallery charges 25% commission on all sales. Please be sure to allow for this in calculating your sale price. N.B. It is the responsibility of exhibitors to ensure that they comply with the requirements of the Tax Act.
2. Artists are responsible for costs incurred in delivery and collection of their artworks, and for insurance if required. Hornsby Art Gallery will take all due care, but accepts no liability for loss, theft or damage to artworks while in transit, storage, handling or on exhibition
3. Art works will be hung for each exhibition by the Hornsby Art Society's hanging team, as arranged with the Gallery Directors.
4. All exhibits must be signed, original works of the artist. Works should be clearly labelled on the back with artist's name, the title and sale price (including commission and, if relevant, GST).
5. All paintings must be dry, framed or professionally presented, wired and ready to be hung using the Gallery's hanging system, with no projections on the canvas that could cause likely damage to other works. Frames or hanging devices requiring repair work will be rejected.

### Presentation problems that will render works unacceptable for hanging

Works will be deemed to be poorly presented and may be rejected on delivery to the Gallery if they include **one** or more of the following defects:

- a. ordinary string, instead of proper hanging cord or wire (without protrusions)
- b. cord that stretches or breaks. The cord /wire must be tensioned firmly enough to prevent the gallery hooks from showing when the painting is hung.
- c. Screw eyes used or sharp projections present. Properly positioned "D" hooks/rings are preferred, but securely stapled cord is acceptable.
- d. Poorly positioned attachment points for cord/ wire. Cord or wire must be positioned low enough to avoid the gallery hooks being visible above the frame, but high enough to avoid the frame tipping forward (about 8-10 cm from the top on medium-size works, about one-fifth of the way down from the top on larger works).
- e. Dirty, discoloured or damaged frames or mounts, or works with untidy backing.
- f. untidy edges of unframed works on canvas. *Sides should be neat and either one colour, or in keeping with the painting*
- g. oversized\* or overweight works
- h. unsigned works.

### Size and weight restrictions

Hanging works are not to exceed 1800mm x 1500mm. This also includes a total area of 1800mm x 1500mm for multiple piece works (triptychs and diptychs).

\* A weight restriction of 10 kg will be placed on artworks that are to be hung.

**Other considerations**

For exhibitions in which the Gallery is hired for private use, all advertisements, media releases, printing of invitations and catalogues are the responsibility of the exhibitor.

For the exhibition opening night/afternoon, the exhibitor should provide tea, coffee, drinks, nibbles, glasses and plates etc and ensure the Gallery kitchenette and bathroom are left clean and tidy. Garbage should also be removed from the Gallery. A bar fridge, microwave oven and urn are available for use. If alcohol is served, 'Responsible Service of Alcohol' requirements must be met.

Hornsby Art Society volunteers staff the Gallery each day the Gallery is open, but we recommend that artists be present during their exhibition to assist visitors and promote their artwork.

**Collection of works**

Displayed works and works sold may not be removed until the closure of the exhibition.

All unsold exhibits **must** be collected between 2.00pm-4.00pm on the closing day of the exhibition, by the exhibitor or an authorised agent. In the case of illness or extenuating circumstances only, the Gallery should be contacted immediately on 9476 8896 if it becomes necessary to make alternative arrangements for collection.

Endorsed by Hornsby Art Society Committee 2008