



HERTFORDSHIRE'S 7th CONTEMPORARY ART & CRAFT FAIR

1ST 2ND & 3RD MAY 2010

Hertfordshire's Premier Art Fair is in its sixth year and attracts galleries, dealers and individual artists to showcase their work in the unique setting of the barns at Westmill Farm, between the historic town of Ware and Hertfordshire's County Town of Hertford.

Nestled in the beautiful Rib Valley, Westmill Farm complex boasts of the Artshed Art Centre with Crimson Scribbles Café, restaurant, retail outlets, fishing lakes, golf course and Garden Centre.

Artshed has over 2,000 sq feet of exhibition and workshop space; all just 25 minutes from central London by rail and road.

Previous exhibitors at the Art Fair have included galleries and dealers promoting 20th Century original works and prints by leading artists; from galleries and artists consortiums all over the country.

Artshed is also staging its **SPRING OPEN ART COMPETITION** to run during the Art Fair with prizes awarded. A separate application form is required to participate in the Open Exhibition, downloadable from the web site. **SPONSORED BY Winsor & Newton**

HOW TO APPLY

To book your space, please refer to the plan of exhibition area. Select the space options that will suit your requirements from the exhibition plan attached. Complete the application form and return with images of your work, either by CD, quality photographic slides/images or a web address.

PLEASE NOTE ARTSHED IS NOT ABLE TO RETURN IMAGES. It is advisable that **ALL** specific space requirements are discussed and pre-booked before sending in application. However, no space is fixed unless the **50%** deposit is received within 7 days of booking.



APPLICATION FORM - MAY 2010

Please complete shaded areas

Name (name of contact):	
Group / Gallery name: (if applicable)	
Correspondence address:	
	Postcode
Tel:	Email:
Web (if applicable):	www.
Images / CD included	Y / N

PLEASE ENCLOSE A 50% DEPOSIT WITH A MAXIMUM OF 6 IMAGES OF YOUR WORK TO THE ADDRESS BELOW. PLEASE COMPLETE THE PAYMENT MANDATE. YOUR DEPOSIT WILL BE RETURNED SHOULD YOUR APPLICATION BE UNSUCCESSFUL.

<i>Please enter the exhibition space number required as indicated on the plan</i>	Stand no.
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I agree to the terms and conditions as stated in the exhibition guidelines

SIGNED.....	DATED.....
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Please debit my Visa / Delta / Switch / Master Card for £..... (50% of the total required)

Card No :	
Switch Issue No :	
Valid From Date: / /	Expiry Date: / /
Three digit security code :	

You must sign below when paying by credit / debit card.

Signature	Date
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Please return to Artshed Ltd, Westmill Farm, Westmill Rd, Ware, Herts, SG12 0ES.
Tel: 01920 466446 email: enquiries@artshedarts.co.uk

www.artshedarts.co.uk

PLEASE NOTE ARTSHED LTD NO LONGER ACCEPT CHEQUES.

At no time will any of this information be passed on to a third party



EXHIBITING GUIDELINES

1. **INSURANCE** All artwork is the responsibility of the owner. The organisers, Artshed Ltd. do not accept responsibility for any losses or damage to property. Participants are responsible for ensuring that artwork is covered away from home by their home contents insurance or specialists insurance. A specialist insurance company can be recommended if required.

Exhibitors can gain access from 10.00 am to 5.00pm Thursday 30 APRIL and 10.00am to 5.00 pm Friday 30 APRIL

2. All allotted spaces will be set up ready for the exhibitors use. The shell will be supplied with appropriate overhead lighting. All additional lighting is the responsibility of the exhibitor. **TAKING DOWN IS STRICTLY PROHIBITED UNTIL THE OFFICIAL END OF SHOW 5.00 PM ON Monday 4th MAY**
3. Tables, plinths and easels are available FOR THE MAIN BARN ONLY. However, they are limited and MUST BE PRE-BOOKED @ £18.00 + 17.5% VAT per item.

PLEASE NOTE *All artwork is the responsibility of the owner. The organisers do not accept responsibility for any losses or damage to their or other third parties property.*

POINTS OF NOTE:

4. **PRIVATE VIEW FRIDAY 1ST MAY** There will be a Private View fully catered for by Artshed Ltd from 7.00pm.
5. **Local radio and advertisement responsibility of Artshed Ltd. Private view invitations responsibility of exhibitors.**
6. **ADMISSION FEE OF £4.00 PER HEAD for the general public over the weekend. Multiple visits allowed if ticket kept.**

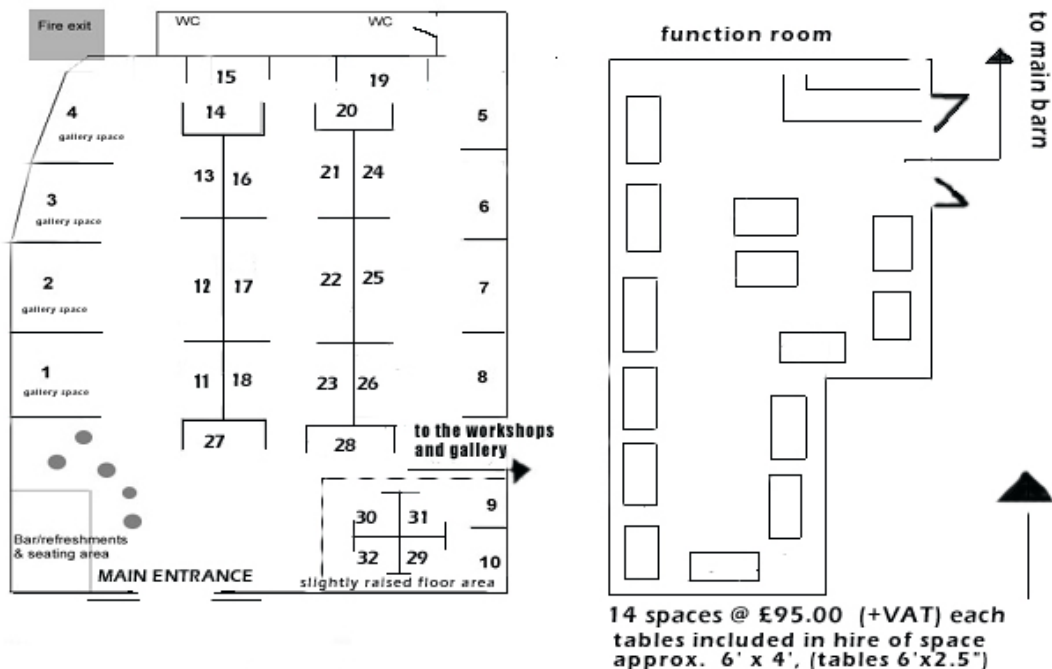
To book your space, please refer to the plan of exhibition area. Select the space options that will suit your requirements from the exhibition plan attached. Complete and return the Application Form with images of your work, either by CD, quality photographic slides/images or a web address.

PLEASE NOTE: ARTSHED CANNOT RETURN DEPOSITS OF FULL MONIES PAID IF A CANCELLATION OF BOOKED EXHIBITION SPACES IS MADE WITHIN 2 MONTHS OF THE EXHIBITION. ALL MONIES WILL BE FORFEITED.

PLEASE NOTE ARTSHED IS NOT ABLE TO RETURN IMAGES. It is advisable that **ALL specific space requirements are discussed and pre-booked before submitting application. PLEASE BE AWARE – spaces are not fixed unless the 50% deposit is received within 7 days of booking.** Tel: 01920 466 446 - www.artshedarts.co.uk



NOT DRAWN TO SCALE



Stand Sizes and pricing plan

(EXCLUSIVE OF VAT @ 17.5% - IF PAYMENTS MADE IN FULL BEFORE 1 JANUARY 2010
 VAT @ 15% WILL BE CHARGED)

1	9.8sqm	£450.00
29.8sqm	£450.00
3	6sqm	£300.00
4	8.4sqm	£410.00
5	4.2sqm	£210.00***please note stand 5 has only 1 end wall
6	3sqm	£210.00*
7 & 8	3.6sqm	£280.00* each
9 & 10	3m wall space	£180.00 each*
11/13/14/15/16	2.88sqm	£220.00 each*
18/19/20/21/24	2.88sqm	£220.00 each*
23/26	2.88sqm	£220.00 each*
27/28	2.88sqm	£260.00 each*
12/17/22/25	4.46sqm	£300.00 each*

A pre-constructed stand is provided and supplied with basic overhead ambient lighting. Plinths and tables may be hired at an additional cost, £18.00 plus VAT @17.5% per item, however additional lighting (spots or otherwise) are solely the responsibility of the exhibitor. Please discuss any specific exhibition requirements with the organisers. AND all alterations must be agreed with the organisers