



ARTIST BOOKINGS

Terms and Conditions 2020



2020 ARTIST FESTIVAL TERMS & CONDITIONS

ARTISTS PUBLIC LIABILITY

You are required to have Artists Public Liability Insurance to exhibit at Art in the Park 2020

As a participant at the festival you must have your own Artist Public Liability Insurance. If you haven't already sent it to us, we will need a scan of your Artist PLI certificate emailed to us at enquiries@artinpark.co.uk.

If we do not receive a copy of your Artist PLI within ONE MONTH of booking we reserve the right to cancel your booking and refund your booking.

Please email kate@artinpark.co.uk if you are having issues on obtaining or supplying your Artist PLI. We have been recommended the following options by artists but please check with your own insurance and other options available.

A-N

www.a-n.co.uk/about/insurance

SAA

www.saa.co.uk/info/standard-membership

CMTIA

www.cmtia.co.uk/featured/insurance-cover

APPLICATION PROCESS

Applications will be open
December 13th 2019 until
January 10th 2020

After this date you will be notified that you have been accepted at the beginning of March. If you are accepted and choose to take part you must have paid and registered by March 15th 2020. By May 2020 you will be notified of your location.

The selection committee has been brought in to ensure the festival gives an opportunity to all to participate and to keep the offering diverse and vibrant.

CANCELLATIONS AND REFUNDS POLICY

If you have been accepted to exhibit at Art in the Park 2020, to cancel your ticket you will need to let us know by April 20th 2020 by emailing enquiries@artinpark.co.uk

Provided we receive your cancellation in time, we will refund you 100% of your booking costs minus any fees that have been incurred through third parties, for example, PayPal.

If you cancel after May 1st 2020 you will not receive any refund as bookings will have closed and we will not be in a position to fill the space.

In the highly unlikely event of Art in the Park 2020 being cancelled before the event starts, we reserve the right to cancel this contract by notifying you by e-mail. You will be entitled to a full refund of any booking fees paid minus any fees that have been incurred through third parties for example PayPal. You will be personally liable for any additional costs you may have incurred and Leamington Art in the Park Festival Community Interest Company will accept no liability for any loss incurred by you.

If Art in the Park 2020 has to be cancelled whilst in progress due to any reason you will not receive any refund as costs will be committed.



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ARTIST VILLAGE PRE-ERECTED GAZEBOS TERMS

All Artist Village Pre-erected Gazebo bookings will be provided with a table and chair in a shared pre-erected gazebo. Additional Chairs are available at a cost of £5 on the booking form

Please note that Artist Village Pre-erected Gazebos will not have Backboards or Flooring, and that there will be no power supply available. If power is required you will need to bring your own silent generator. If you need to bring a generator then email enquiries@artinpark.co.uk with the reason for its use, size, and noise level with your booking. Failure to inform us beforehand or not adhere to the above will result in you not being allowed to use it over the weekend. We have used Warwick Plant Tool hire before for small generator hire:

www.hirecentres.com

Any Litter collection and disposal of is your responsibility. No art materials, left over paint etc can be left in any bins on site, these must be taken off site.

BRING YOUR OWN GAZEBO TERMS

All Gazebos should be fixed firmly to the ground. We would recommend the use of weights, sandbags and ratchet straps. Although the event takes place in summer the park can suffer high winds and under the conditions of your Artist PLI you need to secure your Gazebo according to these instructions.

Leamington Art in the Park Festival CIC cannot be responsible for any damage to your gazebo or contents of your gazebo, before, during or after the event.

All Gazebo space bookings must supply their own table and chairs. Tables can be hired for £10 and chairs for £5 on the booking form.

We have created two options for Gazebos, a standard 3m x 3m (10ft x 10ft) booking space and a space to accommodate larger Gazebos up to 3m x 4.5m (10ft x 15ft).

This is to ensure that our site plan means we can fit everyone in the space that we have for the park and ensure our Health and Safety commitments. If you book a 3m x 3m Gazebo space and you arrive at Art in the Park Festival with a Gazebo that is larger than 3m x 3m (excluding guy ropes) you will be asked to pay the additional cost for a larger gazebo up to 3m x 4.5m before you can take part in the event.

Please let us know by email (kate@artinpark.co.uk) if you have any special requests and we will endeavour to accommodate where possible. Please note that your site position is non-negotiable; we may not be able to accommodate your request and the site allocated to you is our decision. All Artists Gazebo's will be located on Archery Lawn.

For your Gazebo space and Marquee stall, any Litter collection and disposal of is your responsibility. No art materials, left over paint etc can be left in any bins on site, these must be taken off site.



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DURING EVENT

All stalls must be staffed until the end of the event on each day at 6pm

No one can pack up earlier as it leads to a domino effect of others leaving and days have often been busier at the end of the day than the start in previous festivals.

All participants must be aware that they need to respect the garden, its trees, plants and structures. We are liable for any damage and will be refused use of it again if left in a mess, and if we witness any damage to the park we will hold the individuals liable for this damage.

Please provide a table cover and be as creative as possible in your stall presentation. Remember a little creativity goes a long way in attracting people to come and see or buy from you. Please make sure you make your stall look the best it can - there is a prize for best stall. Provide clear and professional signage, business cards, takeaways etc - this speaks volumes. Bring a tool kit for all eventualities, i.e. table cloth weights, card holders, hanging fixtures, extra pegs for your Gazebo etc.

We will have sixteen food stalls which will be in a totally separate area of the park to the artists, please visit the online food and drink bookings page for more details.

SECURITY

You can leave your art work overnight on Friday or Saturday nights as there will be security in place however this is done at YOUR OWN RISK

We DO NOT have insurance for your individual art works, this is your responsibility. We do have public liability insurance in place for the event.

MISCELLANEOUS

If you bring a dog they are your responsibility, don't forget to bring a lead and water bowl for them.

If you leave your stall unstaffed, it is your responsibility. Why not invite a friend or family to the event and get them to cover you for an hour for lunch?

All monies are your responsibility, the festival is cash only, and we will have no credit or debit card facilities in place.

There are no separate changing facilities, but there are toilets located next to the Aviary Cafe. We will also be supplying Portaloo's on the lower lawn to reduce the waiting times. The Spa centre will also be open during the weekend and they have multiple rest rooms.

You will be asked to fill in a feedback form during the weekend. Please make sure you fill this form in and speak to volunteers.



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PUBLICITY

As a participant of our seventh Art in the Park event we hope you will do your part to ensure that all and sundry know about it and of your involvement.

To assist in this we need you to:

Alert people of your involvement by liking our Facebook page and sharing this amongst your social circle, following us and sharing on Twitter and sharing Art in the Park's website with any groups, associations, family, friends, work, school etc.

Closer to the event we will email you a Jpeg/ PDF of the flyer for distribution and it will also be on our website. Art in the Park founders, the LSA (Leamington Studio Artists) will have flyers for you to collect from their gallery in East Lodge at the Willes Road entrance to Jephson Gardens or alternatively email enquiries@artinpark.co.uk if you wish to obtain flyers or have them posted to you.

Artist's pictures submitted may be used for future publications and publicity. Please email enquiries@artinpark.co.uk if you have any objections regarding this.

Please share where appropriate if you have any significant PR/Editor contacts then email enquiries@artinpark.co.uk directly.

GENERAL TERMS AND CONDITIONS

We are a Not for Profit Community Interest Company who are reliant upon our generous volunteers to help manage and deliver the festival.

We will not tolerate any disrespectful, threatening or abusive behaviour or language to any members of the Art in the Park team. We reserve the right to ask you to leave and/or bar you from attending future Art in the Park Festivals or events should your behaviour be deemed to be unacceptable to the Art in the Park Organising Committee or Director(s).

We reserve the right to change these Terms and Conditions ("Updated Terms and Conditions") from time to time. Unless we make a change for legal or administrative reasons, we will provide reasonable advance notice before the "Updated Terms and Conditions" become effective.

You agree that we may notify you of the "Updated Terms and Conditions" by e-mail and that your participation in Art in the Park 2020 after the effective date of the "Updated Terms and Conditions" constitutes your agreement to the "Updated Terms and Conditions".

Art in the Park is brought to you by the Leamington Art in the Park Festival Community Interest Company, a not for profit company dedicated to increasing the reach and enjoyment of art in Leamington Spa and its surrounding areas, registered in England and Wales under Company number 09973595.



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FESTIVAL UPDATES

  AITPLeamington

 Leamingtonartinthepark

#AITP2020

www.artinpark.co.uk