



Much Wenlock Town Council

Corn Exchange
Much Wenlock
Shropshire
TF13 6AE
01952 727509

www.muchwenlock-tc.gov.uk

Town Clerk: Sharon Clayton BA (Hons) Fellow ILCM

GUILDHALL EXHIBITION CONTRACT APPLICATION FORM

Dear _____

I will be very pleased to exhibit your work in the Guildhall at Much Wenlock from _____.
Please complete the tear off strip below to confirm that you accept the terms and conditions and return it to the Town Clerk at the above address.

Exhibition Terms and Conditions

- 1) All items must be clearly labelled with the exhibitor's name, the title and price if it is for sale.
- 2) For two-dimensional items, the label should be fixed on the back so that the top of the label confirms the top of the image. For three-dimensional items, the label should be fixed on the bottom so that the top of the label confirms the front of the piece.
- 3) A picture must be presented to a professional standard (not clip-framed) and fitted with a secure means of hanging.
- 4) Three-dimensional pieces must be firmly based, to stand without additional support.
- 5) Exhibitors are responsible for delivering items to and collecting from the Guildhall during normal hours or opening which are: Friday to Monday 11.00am – 4.00pm.
- 6) Due to limited space, we reserve the right of selection.
- 7) Exhibitors are responsible for their own publicity.
- 8) Exhibitors are responsible for insuring their exhibits, which are displayed at their own risk. The Town Council accepts no responsibility for loss, damage or breakage.
- 9) Payment will be made at the end of the month following closure of the exhibition less your commission fee of 20%.

If you have any queries or require further information please contact the Chief Guildhall Custodian:
Magdeleine Macintyre-Read Telephone: 01952 728242 (or)
Email: mmagdeleine@gmail.com/guildhall@muchwenlock-tc.gov.uk

Please complete and return the slip below to confirm that you accept the Guildhall Exhibition Terms and Conditions, to the address shown above. Thank you.



I have read and agree to comply with the above terms and conditions.

NAME: _____

ADDRESS: _____

EMAIL: _____

TELEPHONE: _____

SIGNED: _____ DATE: _____