Taunton Brewhouse Gallery

Visiting Exhibitors Package

Thank you for your interest in exhibiting at Taunton Brewhouse. The following outlines what is included within your exhibition fee and the practical information you need before confirming your booking.

The Gallery is a versatile white cube, with high ceilings, good natural light and black-out facility, or a mixture of flood lights and spotlights; perfect for exhibiting visual arts, film, photography and sculpture.

Width: 8.8m x Depth: 6.6m x Height 5m

Exhibition Fee

We have three pricing bands for visiting exhibitors:

1. Professional Artists: £525
2. Emerging Artists: £375
3. Community and Education Groups: £225

Please refer to the Curatorial Priorities section of the Taunton Brewhouse Gallery Policy document for further information and curatorial criteria for each price band.

Exhibition Period

- **19-day exhibition**
- **Installation:** Monday (access from 10:00 unless otherwise agreed)
- **De-install:** Final Friday (must be cleared by 16:00 unless agreed in advance)
- Exhibition open during standard Brewhouse opening hours. Monday – Friday 10:00 – 14:00, plus any evenings or weekends where performances and activities are scheduled to take place.

What's Included in Your Fee

1. Gallery Space

- Exclusive use of the agreed gallery space for 19 days
- Technical support during your installation and de-install days
- Use of up to 7 white wooden plinths
- Standard gallery lighting
- Access to power (by prior agreement)

2. Planning Support

One pre-exhibition planning visit with the Operations Manager and Technical and Buildings Manager to:

- Confirm availability
- Review layout possibilities
- Discuss technical requirements
- Confirm risk assessment needs
- Agree installation approach
- Discuss Private View requirements (see point 5)

Additional visits may be arranged if required but may incur a charge depending on staffing needs and availability.

3. Marketing & Promotion

Dedicated listing on the Taunton Brewhouse website exhibitions page plus inclusion in:

- What's On listings
- Printed seasonal brochure (subject to print deadlines)
- Venue digital screens (where applicable)

Artists are encouraged to actively promote their exhibition through their own channels and provide high-quality images and text by the agreed marketing deadline. We require 1x A3 poster to display outside the Gallery for the duration of the exhibition to be supplied on the Installation Day.

Additional marketing, such as solus emails and social media posts on the Taunton Brewhouse pages, can be discussed with the marketing department for an additional fee.

4. Sales

All sales administration must go through Taunton Brewhouse while the exhibition is open.

- No commission is charged on sales
- Taunton Brewhouse Box Office will process sales on your behalf through our Point-of-Sale systems and will provide full reports at the end of your exhibition.
- Visiting Exhibitors must inform Taunton Brewhouse whether customers can take artwork sales away on purchase, or upon completion of the exhibition period.
- Taunton Brewhouse will facilitate communications and collections with any customers purchasing artwork upon completion of the exhibition period.
- Payments will be transferred to the artist approximately one month following the final date of the exhibition on receipt of an invoice from the artist.
- Artists must provide a full price list and clear artwork details prior to opening with the following information:
    - Artwork title
    - Artwork price
    - Artist Name (in the case of multiple exhibiting artists)
    - Customer Name
    - Customer Contact Information (in the case of customers collecting post-exhibition)
    - Column for 'sold' stickers to be added next to purchased items

5. Private View Opportunity

You may host a private view during your exhibition (optional) with the following parameters

- Typically held on a weekday evening (subject to availability)
- Duration: usually 2 hours (18:00 – 20:00)
- Guest list managed by the artist

You may purchase the following refreshments for your guests:

- Wine (per bottle): £13
- Orange juice (per carton): £3
- Tea/coffee service: £2.50 per person
- Staffing (if required beyond standard hours): £20 per hour

Drinks and glasses will be arranged on a table in the Gallery for you and your guests to self-serve. Drinks are offered on a sale or return bases, and we will only charge for open bottles.

Alternatively, we can arrange for the bar to be open for your guests to purchase their own drinks if preferred (subject to staffing availability). Final costs will be confirmed in advance. All drinks must be supplied by Taunton Brewhouse. You are welcome to supply your own nibbles.

6. Front of House Support

The Box Office is open and at least two members of staff are present during normal opening hours. General visitor enquiries are handled by Taunton Brewhouse staff, and artwork sales are processed via Box Office staff or Duty Management team outside of Box Office opening hours. Please note visiting exhibitors are invited to invigilate their exhibitions, but it is not required. Taunton Brewhouse staff will not invigilate on your behalf.

Artist Responsibilities

The exhibiting artist is responsible for:

- Delivery and collection of all artwork
- Installation and de-installation
- Providing a full inventory and price list
- Supplying promotional images and appropriate copy by the marketing deadline (confirmed by Marketing team)
- Ensuring work is exhibition-ready (framed, securely fixed, professionally presented)
- Insurance of artworks (see below)

Insurance & Liability

Artists are responsible for insuring their own work for the duration of:

- Transportation
- Installation
- Exhibition
- De-installation

Taunton Brewhouse does not provide insurance cover for exhibited works. We recommend all artists take out Public Liability Insurance covering costs of up to £5 million.

Technical & Practical Considerations

Before confirming your booking, please note:

- Wall fixings must be agreed in advance
- Any non-standard installation (plinths, AV, large-scale work) must be discussed during your planning visit
- Artists must provide their own equipment unless agreed otherwise
- All exhibitions must comply with Brewhouse health & safety requirements
- A risk assessment may be required depending on the nature of the work

Suitability of Work

As a public venue welcoming families and school groups, exhibited work must align with the Taunton Brewhouse Gallery Policy and be suitable for general audiences. Work that is overtly political, explicitly sexual, or unsuitable for a family setting will not be accepted.

Cancellation Policy

A non-refundable 25% deposit is required to secure your booking. Cancellation terms will be outlined in your exhibition hire contract.