



The RUH provides one of Bath's largest and most accessible exhibition spaces, open 12 hours a day, 7 days a week. Art at the Heart has temporary exhibition space throughout the hospital. In the course of the year, we expect to show around 800 artworks in our temporary displays.

Who can exhibit?

Anyone can apply to exhibit; we particularly encourage members of the hospital community such as patients, staff and local artists. We accept applications from groups and individuals.

Types of artwork exhibited

We seek to show the widest variety of mainly 2D creative work within limits of the hospital environment. Exhibitions range in size from a few to over 100 artworks. The majority of works should be no larger than A2 in size, however it's possible to display some larger works in the Central Gallery space. Most works should be framed and glazed or treated with a fire retardant.

Choosing of artwork & Exclusions

Artwork is chosen by the Art at the Heart of the RUH team. Any work that is or could be construed as offensive by way of race, creed, gender, religion or otherwise inappropriate for a hospital environment will be excluded from the exhibition.

Timescale of exhibition

Exhibitions vary slightly, but are generally displayed for 3 months in the central corridors and longer for other parts of the hospital.

Sales

Art at the Heart is a registered charity (No.1058323) and a commission to the RUH Arts Fund is applied to all sales made.

- All exhibited work should be for sale.
- The commission to the RUH Arts Fund on all sales is one third of sale price – includes VAT.
- Group exhibition submission fee (charge per member):
£5 per single artwork, £7.50 for 2, £10 for 3. (Fees for charity groups will be assessed on an individual basis)
- The RUH has sole rights on sales of artwork during the exhibition, or on sales resulting from exhibition at the RUH.
- Art at the Heart will arrange all sales directly with the buyer, and the sale price should correspond with the sale price from any other source including the artist's website. Cheque or cash will be issued when payment from buyer is completed.

Security

All artwork is insured against loss or damage by the RUH provided the artist has followed the correct preparation procedure. We cannot be responsible for any damage to unglazed artwork.

Submitting Your Proposal

Please send a short proposal of the type of exhibition you would like to put on at the Royal United Hospital Bath. This should include:

- Artist name
- The title of exhibition
- Biography and description about the work
- An indication of price
- 2-3 images (j-pegs1-3MB) THESE ARTWORKS MUST BE INCLUDED IN FINAL EXHIBITION!

If selected, this information will be used for publicity and exhibition statements.

Email: tonysmith3@nhs.net

Address: Art at the Heart of the RUH, Estates and Facilities Directorate, Royal United Hospital NHS Trust, Combe Park, Bath, BA1 3NG

Once an exhibition has been confirmed by Art at the Heart, please follow the instructions below:

Step 1: AATH will issue an **exhibition contract** and a copy needs to be signed and returned at the earliest opportunity.

Step 2: Three weeks prior to your exhibition, please ensure the following is complete:

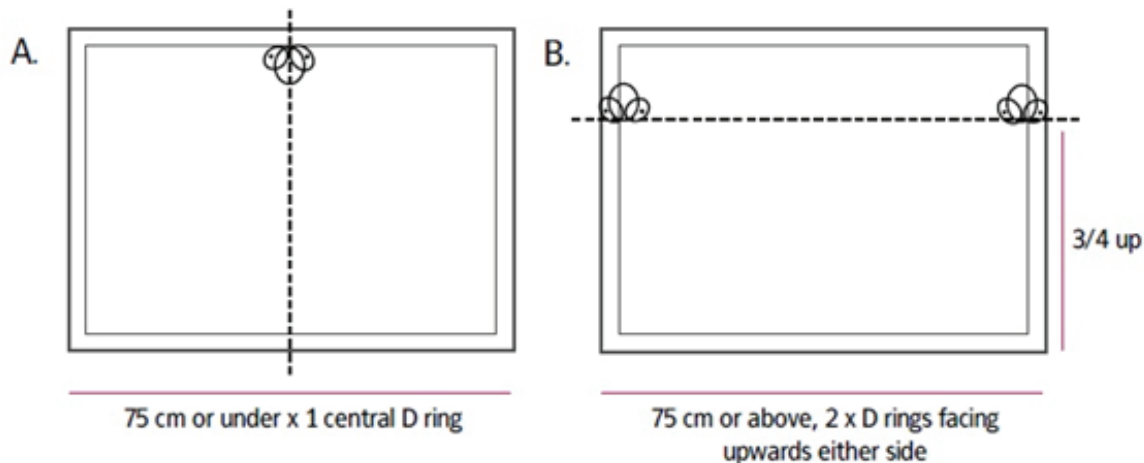
- **Label information** (name, title, medium and price) to be sent as a Microsoft Excel document. Please note the price should include AATH's commission rate – one third of sale price. Please make your sale price a figure divisible by 3 and a multiple of 5 to make cash payments easier.
- **Label artwork on the reverse**, to include: name, title, medium, price.
Please also attach a small label with a string to the back (with the same info details on) that will hang 6in/15cm over the front of the artwork.
- **Publicity material** produced by AATH will be sent to local and social media. A press release will also be sent to artists to circulate to their own contacts. AATH will publicise all exhibitions via their website: **www.artatruh.org**

Step 3: Prior to delivery, please ensure artwork is ready for installation. Ideally there should be continuity in the style of presentation. Individual statements and labels will be printed and mounted at AATH.

All artwork must have correct attachments of **D-Rings**.

Please use 20mm D-Rings with double screw holes attach to the back of the frame. Due to a limit of hanging rods, most frames **under 75cm** width only require 1 D-ring attached to the exact centre of the top of the frame and inverted so that the ring falls below the screw holes - this ensures the hook is hidden from view. Frames above 75cm width should ideally have 2 D-rings attached to the sides of the frame.

Please see the sketch below.



Please note: It is possible to hang from string or wire attached across the back of the frame however this is a less advisable and secure method to use. Artists will be liable to any damage or loss as the work will not be covered by our insurance.

Step 4: Delivery and collection of artwork is at the Atrium main entrance (free 20 minute car parking is available outside for unloading and free parking can be arranged for longer periods of time in the main public car park e.g. to help with the layout)

- The artist will arrange for the work to be delivered and collected from the exhibition area on the agreed dates.
- A Delivery/collection document will be counter signed on the agreed dates by the artist to confirm the number, condition and value of artworks.
- The responsibility for the cost of packing, insurance and transport of the work from the artist's studio to and from the Royal United Hospital, Bath will be borne by the artist(s) and not at the cost of the hospital.
- Artwork must be unwrapped on delivery and wrapping to be taken away by the artist. Due to limited storage space we are unable to store bubble wrap on site.
- The artist should assist with the layout of the exhibition.
- All artwork is insured against loss or damage by the RUH provided the artist has followed the correct preparation procedure.
- The artist will arrange for replacement of work within the exhibition if work is removed for sale during the exhibition.
- The artist will arrange for unsold work to be collected from the exhibition area on the final day of the exhibition.
- Packing and delivery of all sold work will be the responsibility of the AATH team.
- Packing and collection of all unsold artwork will be the responsibility of the artist.
- AATH must be notified a minimum of 6 weeks prior to start of the exhibition if the artist can no longer participate.