# Exhibition Enquiry Form

Please complete this form and email it to [programming@worcestershire.gov.uk](mailto:programming@worcestershire.gov.uk) or send via post to: Programming Group, The Hive, Sawmill Walk, The Butts, Worcester WR1 3PD

Please note that this is an enquiry form and does not guarantee your booking with The Hive.

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| Form completed by: |  |
| Date: |  |
|  |  |

|  |  |
| --- | --- |
| Name of Artist / Group: |  |
| Contact Number: |  |
| Contact Email: |  |
| Type of Organisation: (e.g. Society, Charity, School) |  |
| Address: |  |
|  |  |
|  |  |
|  |  |
| Post Code |  |

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| Brief description of proposed exhibition:  please include details of the theme, intended audience, brief background of artist(s), the medium used (i.e., paintings, textiles, ceramics, jewellery, photography etc) |  |
| Proposed Dates: |  |
| Set up date: |  |
| Take-down date: |  |

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| **Area** *(double click on boxes to tick them)* | **No of pieces planned to exhibit** | **Costs**  **(Prices are per week)** |
| **Atrium, Level 1\*** (including use of up to 40 exhibition panels offering up to 80 sides to display on) |  | £50 |
| **Café Wall, Level 1\*** (up to 14 pieces, max load 15kg each) |  | £25 |
| **Display Cabinet, Café Level 1** (up to 3 cabinets) |  | £15 per cabinet |
| **Display Cabinet, Atrium Level 1** (up to 3 cabinets) |  | £15 per cabinet |

*\*Please note that the Atrium exhibition panels and Café wall are fitted with hanging systems and are ideal for displaying framed pieces. If you wish to show mounted prints or other such lightweight items, then specialist*

*fixings must be purchased at a cost to the artist. The Hive will recommend products.  
Failure to use a product which doesn’t leave residue or marks on the exhibition panels or walls may result in a charge.*

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| Insurance | Insurance is the responsibility of the exhibitor, The Hive take no responsibility for the loss or damage of any exhibition pieces. |
| Sales | Sales are to be handled by the artists. |

Please check this box to confirm that you have read and understood the conditions of exhibiting at The Hive

The Terms & Conditions document is available on this page: <http://www.thehiveworcester.org/whats-on.html>