



Exhibition Rules

Slate is associated with the Stone Space gallery. We aim to provide a variety of visual art displays for the local community.

Exhibitions at Slate may be part of a show at the Stone Space, or may be separate.

Where a Slate exhibition is part of a show in Stone Space there may be a charge for exhibiting, but there is no charge for community exhibitions in Slate, save a nominal £10 fee payable by all exhibitors to cover maintenance costs. This fee is payable when you install your show.

Exhibitions held jointly with the Stone Space have priority when booking use of Slate.

About Slate

There are four windows; the first three are available for exhibition. The fourth is used to display information about Slate itself. The space available for exhibition is as follows:

Window 1: Three boards

Window 2: Two boards

Window 3: Two boards

All boards are approximately 80cm wide, 168cm high and are between 43 and 48cm from the ground (as viewed from the outside).

You must leave 2cm around the edge of each window where the boards fit into their frames. (If you wish to cover the boards, please consult with Slate organisers.) The frame that the boards lock into will take up 2cm of the board edge meaning that if you hang your work on the centre of these boards your work will look off centre from the outside. It is recommended that you mask off these edges with masking tape before you start hanging so that you are aware of the frame.

You should also be aware that the boards are moved individually so if you want to display an item across the join of the boards, it must be secured to one or another board, it cannot be joined to both.

There are spotlights pointing at the boards in each window; while we will request that these are turned on, it is outside our control.



Hanging Guide

Your work must be hung directly onto the boards securely as access to the boards will be restricted and it will be difficult to fix work that falls or peels away from the boards.

Unframed paper prints must be mounted on a minimum of thick card or foamboard, as paper or thin card can curl. All information sheets must be mounted on foamboard.

If your work is framed, please consult the Slate organisers to discuss how best to hang.

There are a variety of ways that your work could be hung although attaching your work directly to the boards with panel pins or clear headed map pins, tapped into place with a pin hammer is recommended. If you think you will need to use alternative methods to hang your work, please discuss this with Slate organisers in advance. Please think carefully about the weight and thickness of your work when considering alternative methods.

Please allow enough time to hang each piece carefully. Please do not attempt to move the boards without the assistance of a Slate volunteer; it would be easy to damage the frames around them.

The following items will be provided for your use:

- Spirit level
- Measuring tape
- Panel pins
- Clear headed map pins
- Pin hammer
- Pliers

You should bring anything else you may need when installing your show.

The workspace for hanging is very limited. Unless there is a very good reason to bring an additional person (e.g. a disabled artist's personal assistant), only the artist (one person) can attend to hang or take down the show. They will be assisted by two Slate volunteers (to lift the boards and to offer advice as appropriate). If you have a real need to bring an assistant, please discuss and confirm the arrangements in advance.

Please also read the Hanging Guide for tips and advice on how to hang at Slate.

Your Show

The dates of your show will have been provided to you. Generally, exhibitions run for up to 6 weeks.

You will be provided with a template of the space available. You must provide a plan in advance to show how you will use the space; this plan should be provided to Slate organisers no less than two weeks before your exhibition.

This plan can be either visual, using the templates provided or in writing explaining how you have decided to space out your work on to the seven boards. When hanging your work you will need to use a spirit level and measuring tape. If you need any guidance on how to create the plan please speak to Slate organisers at the earliest opportunity.

Your plan will be reviewed by volunteers before your show can be installed – your show must look professional as it reflects the standards of the gallery. Please think carefully about how you will showcase your art.

You can only access one window at a time, meaning that you are not able to see how your exhibition looks as a whole except from outside. This is why it is particularly important to plan and measure how your work will be hung, so that each window looks good relative to each other.

Consider the height your work will be shown at – standing eye level is typically 150-160cm; do not show detailed descriptions above this height. Consider disabled people and children too. (Eye level of a typical wheelchair user is approximately 120cm.)

If you wish to sell the work on show, you should indicate prices on your information sheets. You should provide your own details for buyers to contact you directly. A commission of 15% is payable on all sales, to the Stone Space gallery. It is up to you to let the gallery know of any sales and to pay the commission in due course.

It is your responsibility to ensure that the boards are restored to the way they were found after your art is removed.

Please note that we cannot insure your work against loss or damage; it is down to you as the artist to take out appropriate insurance to protect your work as you feel necessary.

Information sheets

Please pay particular attention to the requirements in this section

As part of your exhibition you must provide at least basic information about the artist; contact details; and information about the work on display.

You should use a clear sans serif font such as Verdana, in a minimum of 22 point. There must be excellent contrast, for example black text on white background, so it is easy to read.

Information sheets must be mounted on foamboard.

They should be hung between 120-155cm high (i.e. 75-110cm from the bottom of the boards).

Access

Access to Slate is via doors by the Library lift, next to Stone Space – not the main doors.

Access times are as follows:

Put up: Saturday afternoon from 2-4pm

Take down: Saturday morning from 12-1pm

Following your take down you must allow time to make good the condition of the boards as necessary. Paint will be provided if required.

You will be supervised by Slate volunteers when installing and taking down your show, and must abide by any recommendations they make.

If you need special arrangements for your work to be delivered and/or stored, please consult Slate organisers.

If for any reason access is agreed at other times, you must be considerate of the fact that it is a working office environment. It will not be possible to get all the boards out or to do hammering outside a weekend, although emergency repairs may be possible by arrangement.

Emergency access (e.g. if an item on display has fallen down) should be arranged by contacting Flash directly. Please do not attempt to access Slate other than by agreement.

Contact

For any enquiries regarding Slate please contact Flash Bristow via flash@gorge.org or call 07939 579090 (calls after 1pm only please).

