

TERMS & CONDITIONS

Neoartists Studios CIC (neo:studios)

PRACTITIONER SERVICES

Neoartists is a not-for-profit organisation, run for the benefit of creative practitioners. Three levels of subscription are currently offered; Associate, Studio User and Studio Holder.

ASSOCIATE

EXHIBITION AND CURATING OPPORTUNITIES

Neoartists Management Group aims to hold at least four exhibitions per annum and will inform Associates of forthcoming exhibitions and entry details at least six weeks before the required submission date.

Submission to exhibitions does not guarantee inclusion in the exhibition. Curators make decisions on selection of work based on theme, space, production and presentation values and exhibition cohesion.

The Exhibition Committee accepts proposals for themes and curating opportunities. Proposal and guidance forms can be found on the Neoartists website www.neoartists.co.uk

Exhibition sales are subject to 20% commission. This commission is used to fund website maintenance and exhibition expenses.

Each artist, by entering a work confirms that they hold all intellectual property rights in the work and that they agree to their work being reproduced in Neoartists promotional materials, the press, and other media.

Neoartists galleries are run on a voluntary basis. All Associates who have work accepted for an exhibition must play an equal part in manning the gallery during opening hours.

AFTER SALES

As stated above, all sales made in Neoartists exhibitions are subject to a commission charge which is used to fund website and exhibition expenses. However, if an Associate sells further work or receives a commission as a result of this initial introduction to the

buyer, the Associate is under no obligation to pay commission on these after-sales. Commission in these circumstances is only payable at the Associate's discretion. Studio Holders/Users are under no obligation to pay commission from sales at the studios.

WEBSITE (General)

Neoartists Management Group is responsible for keeping the Neoartists website general content up to date.

Associates are responsible for keeping the information on their personal webpage up to date by regularly reviewing their personal profile and images and submitting any required amendments to the Neoartists Management Group in accordance with the Neoartists criteria and website update procedures.

The criteria that have been set are the following: -

- Creative practitioners who are driving their own creative practice
- Creative practitioners who have a full artistic statement or biography which explains the theory behind their work, along with an exhibition C.V
- Participation in exhibitions, both at Neoartists Galleries but more importantly at external venues.
- Keeping members pages on the website up to date and professional.

Neoartists is a voluntary run organisation and will endeavour to upload Associates images in the shortest possible time.

GENERAL COMMUNICATIONS

Neoartists Management Group is committed to maintaining good communications. All non-verbal communication will be carried out electronically via email or via the Neoartists website.

It is the Associate's responsibility to check the website and email on a regular basis to ensure they keep up to date with the latest communications.

Neoartists Management Group will issue a monthly newsletter to keep Associate's informed of studio news, forthcoming exhibition opportunities, social events etc. This will be communicated by email via the Neoartists website.

If an Associate wishes to visit the Neoartists Studio premises at any time apart from the pre-arranged meetings, they must make a prior appointment with a Studio Holder member. *(This is necessary to comply with the public liability insurance).*

WORK OPPORTUNITIES

When Neoartists Management Group is requested to recommend an artist for paid or voluntary work, the opportunity will be matched against the information given in the websites members section for community work. Associates are responsible for ensuring this information is up to date. The opportunity will be offered to one or more Associate's. It is then the responsibility of the Associate's to follow the opportunity up with the requesting body.

Neoartists Management Group takes no responsibility for the outcome of any work opportunity offered. Associates are responsible for taking out their own insurance to cover them for any personal accidents or public liability. Associates are also responsible for negotiating a Criminal Records Bureau check with any potential employer when working with minors or other vulnerable members of society.

FEES

The Associate fees are used to maintain the Neoartists website and to fund exhibition expenses. They are reviewed on an annual basis to ensure incomings continue to meet outgoings.

Any change in the Associate fee will be notified to members at least two months in advance.

Associate fees are £10 paid monthly in advance and must be paid by standing order.

ARREARS

If the Associate fee is not received when due, it will become in arrears.

Associates are strongly recommended to contact one of Neoartists Directors if they are in financial difficulty so that repayment arrangements can be made. All requests will be treated sympathetically. However, if no contact is made, the following actions will be taken:

- After one month in arrears, an email will be sent to the Associate informing them that the standing order has not been paid.
- If no contact is received, after two months in arrears a letter will be sent to the Associates home address, and the Associate will no longer be eligible to submit work to Neoartists exhibitions.
- If there is still no contact, after three months in arrears a further letter will be sent to the Associates home address and the Associate will be removed from the website.

If there is still no contact, after four months in arrears the Associate agreement will be cancelled and a final letter will be sent to the Associates home address to inform them that the agreement has been terminated.

STUDIO HOLDER & USER

All Studio Holders & Users receive the same benefits as Associates

No tuition or technical assistance is provided to Studio Holders & Users who wish to use the facilities and are expected to be experienced printmakers and creative practitioners. An induction to the print room and sculpture room will be provided on acceptance of application by appointment.

Studio Holders & Users must comply with health and safety regulations, clean their work area after use, and ensure all equipment used is left in a clean condition. A full list of facilities and equipment for the print room and sculpture room can be seen on the Neoartists website.

Studio Holders & Users must provide their own small equipment such as rollers, pallet knives, plastic bowls, etc. Studio Users may store them on the studio premises (see Storage section below).

MATERIALS

Studios Holders & Users must provide their own materials, e.g. paper, inks, soft and hard grounds, etc. for the print room and wood, plaster, clay etc. for the sculpture room. Neoartists will maintain a store of these materials for sale to Studio Holders & Users.

STORAGE

Each Studio User will be provided with a lockable locker and plan chest drawer for storage of materials and equipment. Studio Holders will use their own space.

ACCESS

Studio Holders & Users may use the facilities 24 hours a day, 7 days a week. Neoartists regret there is no disabled access. Studio Holders & Users may also use the kitchen facilities in the print room.

Studio Users may not access any individual studios on the premises unless accompanied by a Studio Holder.

FEES

The Studio User fee is £40 a month, inclusive of Associate fee. The Studio Holder fees vary from £50 to £200 a month depending on size of space. This includes Associate and

User fees. The fees are paid monthly, six monthly, or annually in advance, but must be paid by standing order. Fees are reviewed on an annual basis to ensure incomings continue to meet outgoings. Any change in the fees will be notified to Studio Users at least two months in advance.

DEPOSITS

A returnable deposit of £40 is required for door keys for Studio Users when keys are returned and £100 returnable deposit is required from Studio Holders. When the studio is vacated in an acceptable condition, this will be returned.

ARREARS

If the Studio fee is not received when it is due, it will become in arrears. Action will be taken as per the Associate terms and conditions above but, in addition, if repayment arrangements are not made, the Studio Holder or User will not be able to use the studios or facilities whilst in arrears.

TERMINATION

Associates may terminate this agreement at any time by notifying Neoartists Management Group in writing.

If the criteria set by the Management Group are not met i.e. suitable images and artists statement on the website, the Management Group reserves the right to terminate this agreement by giving one months' notice.

Studio Holders/Users may terminate this agreement by notifying Neoartists in writing from which date there will be one months' notice. Under certain circumstances like spaces not being used where it would benefit another artist from the waiting list, Neoartists reserves the right to terminate this agreement by giving one months notice.

VALUING DIVERSITY

Neoartists accept that everyone has a right to their distinct identity and that everyone should be treated with dignity and respect. Neoartists reserves the right to terminate contracts immediately in the event of any sexual or racial discrimination, or any type of abuse.