

EYNESHAM ARTS GROUP TERMS AND CONDITIONS FOR MEMBERS' USE OF THE BARTHOLOMEW ROOMS FOR THEIR OWN PRIVATE EXHIBITIONS

The Eynsham Arts Group use the Bartholomew Rooms (Lower room along with the use of the store cupboard, WC and kitchen) for private Art Exhibitions and usage.

The premises are to be used solely for the Art activities of the Group and for Members who wish to exhibit solely, via the Group.

Any damage to property, other than fair wear and tear, shall be made good whether caused accidentally, wilfully or by neglect.

Members must ensure that:

- All appliances and lights are turned off prior to leaving the premises.
- That premises are left in a clean and tidy condition at all times.
- That no adhesive substances of any kind are adhered to the walls of this Grade II building.
- That hanging wires that are loaned out to Members must not be cut, damaged or dismantled.
- Paintings must be prepared and hung according to the guidelines stated on the website.
- That the premises are secured each time the member leaves the premises.
- No person or group other than Members of the Eynsham Arts Group shall have access to or have use of the cupboard under the stairs.
- No Member may sub-let the room out to other non-members.
- Individual Members are solely responsible for the collection and safety of their own monies collected.
- Members may have use of the Advertising Banner and stand, card stands and browsing cradles if required, ensuring the safekeeping and storing of all accordingly.
- Exhibition Insurance only covers Public Liability, not Members' Artwork. Members need to arrange own insurance if required.

Bookings: All booking of the Bartholomew Room must be made via the **Eynsham Arts Group Secretary** – Alan Learney, who will check the availability of the Room.

Fees: Payment is to be made to the **Treasurer:** Online to Eynsham Arts Group, Sort Code 40-35-34, Ac.No.21688065 or by cheque made payable to Eynsham Arts Group, c/o 24 Beech Road, Eynsham, OX29 4LJ

A 9-day booking which covers two weekends is set at £100.

Otherwise, a fee of £20 per day is charged.

Member's Name: (Please Print):Membership Paid:

Contact Details:

Booking Dates:

Total Fee required:

Equipment required for loan use:

Room Booking Payment confirmed: Online Cheque Cash:

Member's Signature:

Treasurer/Secretary's Signature: