

Zealous X, Rich Mix, January 2016

TECHNICAL & MARKETING SURVEY GUIDELINES

Visual Art & Photography

INSTALLATION

We will have a team of professional art installers to hang and position your work. This team will be briefed based on the information you supply.

CURATION

Zealous will decide on the best place for your work, based on our vision for the whole show. The information you provide will inform our choices. If you have to make any changes or substitutions prior to the exhibition, you must inform us as soon as possible. **With any aspect of curation, Zealous' decision will be final.**

DELIVERIES AND COLLECTIONS

We will give you load in date and time slot for delivering work. If you have specific scheduling needs please make sure you tell us about them. If you use a commercial courier, you must inform Zealous before making your arrangements, you are responsible for them arriving at the time we request and for relaying their details to us.

It will be up to you to get to the venue for your allotted time. **Any missed slots cannot be easily recovered later.**

DAMAGE AND VENUE COURTESY

Zealous is a guest of Rich Mix and as such we must treat the venue in a respectful manner. Please help us do that by not leaving **any trace** in the venue after you go. We cannot allow any wet or unfinished materials or works to be brought to site.

We will not accept any behaviour affecting any of our or the venue's staff or clients in an unwelcome way.

We also request that you respect the works of other Zealous X participants, as well as other companies using Rich Mix by keeping to the schedule and spaces you are allocated.

STORAGE

Unfortunately we have no access to storage at the venue. All packing and non-display materials must be taken off site before the Private View. Your work must leave site on the day we request it to be collected.

PARKING

We have no parking on site. You will get a load-in slot, if you request one in advance, but this will be to drop and go only. Similarly with any get-out.