

Submissions

After reading the information below, please make your submission on our [APPLICATION FORM](#).

Gallery On The Green has been open continuously since its launch and now usually hosts six consecutive exhibitions per year. We have hosted work by renowned artists, for example photographer Eamonn McCabe, and the internationally famous Queen's guitarist Brian May who has exhibited on two occasions. It is our policy to also host community exhibitions such as work by local school pupils. We sometimes welcome the quirky: a hand-knitted 'Twelve days of Christmas' by local group *Settle Flagmakers* has been among the best loved. Showing art work in a telephone box is an opportunity to think 'out of the box' for creative solutions to get the most out of this unique space.

Because this is a not-for-profit, volunteer-run gallery, we need a bit more time to set up exhibitions than a professional gallery might do, as we need to fit our voluntary gallery work around our 'day jobs'. We rely on the goodwill of exhibitors to carry everything through from the initial proposal to the final installation, though your appointed curator will be there to guide and help when needed. Volunteers also help with local publicity and any setting up and re-configuring of the exhibition space. We are unable to pay the artist, however some artists display their contact details in order to offer their work for sale (transactions to be carried out directly with the artist with no administration going through the gallery). Furthermore, the artist will benefit from our posters, press releases and potential media attention. Note that previously some artists have successfully obtained Arts Council funding to support their exhibitions.

If we select your proposal, you will be required to meet the following deadlines:

1. At least 4 weeks beforehand – prepare press release for local and regional distribution. We have a 'press list' to whom we regularly send releases.
2. 3 weeks beforehand – select image and text for A4 posters for distribution.
3. 2 weeks beforehand – prepare a statement for installation in the gallery. This should include some biographic details and an outline of the exhibition.

Our terms and conditions are set out below:

1. All contributions are sent as a donation to Gallery on the Green
2. Contributors retain copyright
3. Contributions will be retained for our archive and examples posted on our website
4. No undertaking is given to exhibit
5. The Curator's decision is final
6. Gallery on the Green accepts no liability for contributions submitted

INFORMATION FOR ARTISTS RE: INSTALLATION & DISPLAY

There are a number of things to consider: the thick leather straps on the door hinges, the limit to the door opening (not fully a right-angle), the bulge on the lower right hand side of the back wall (facing you as you look in) that covers electrics (we think), etc. The (permanently fixed) back board is white but could hypothetically be repainted as required. Space for the visitor book 'table' must be allowed for, or some other means of displaying the book must be part of your planning.

The effects of variable seasonal temperatures and humidity, depending on the time of year of your exhibition, must also be considered. If in doubt, please consult with the gallery team. And importantly, this telephone box has not got a lock so contents are potentially vulnerable to damage or theft. However, in nearly ten years of being open nothing in the gallery has ever been damaged or stolen.

The box has an LED light close to its ceiling. The two sides and the door each have 8 rectangular glass panes, bordered on each side by a further small vertical oblong pane. The large panes measure approx. 7 to 7¼ inches x 14½ inches (7.8 to 8.4 cm x 6.8 cm). They slightly vary; in particular, the panes on the door seem to be a shade smaller than the side panes. The two small oblongs bordering the left and right sides of each large pane measure 7 to 7¼ inches x 2¼ inches (7.8 to 8.4 cm x 5.7cm).

As this is a residential area, any sound or light effects must not be intrusive. Light, sound and movement may be battery operated. No electricity is available. Batteries must be provided by the artist. Exhibitions which do not use sound, light or movement will be considered with equal interest to any that include these dimensions.

We welcome new ideas and approaches. The layout is very easy to modify to accommodate different kinds of installations as well as more conventional hangings.

Below are four descriptions (followed by nine photographic examples) of how work has been shown. This also serves as a list of materials we have available for your re-use:

1. A white-painted three-sided plywood box*: this creates a 'room' effect.

**Measurements of box*

Left panel: 28 1/8 in. wide x 41 3/8 in. tall

Centre panel: 24 ¾ in. wide x 41 3/8 in. tall

Right panel: 28 ¼ in. wide x 41 3/8 in. tall

All panels are 3/4 in. thick. The box starts at approx waist-high, i.e. 31 inches (79cm) above floor level.

2. *Postcard rack (s)

Technically this is two postcard racks placed side by side symmetrically, which are mirror images of each other. The frame of each individual rack is 26 inches high and 12½ inches wide. Conventionally they are used for postcards of 6x4 inches. We have dozens of clear plastic 'envelopes' for the display of actual postcard-sized work. Each measures 110mm x 160mm (4¼ x 6½ in) approx.

**Measurements of postcard rack*

Each rack has 8 individual postcard slots: 3 portrait and 5 landscape, i.e. there are slots for 16 exhibits in total.

Precise measurements of the rack's individual slots (internal dimensions, i.e. from inner edges of bars) are as follows:

The portrait slots are -

Width: 4¾ inches

Depth: 2 ¼ inches

Height: 7 ¼ inches (note: this height is measured to just a shade below the lower bar of the slot above it)

The landscape slots are:

Width: 7 inches

Depth: 2 ¼ inches

Height: 5 inches (see note re height as above)

NB The top row of two portrait and two landscape slots (i.e. total top row when both racks in use) has more flexibility regarding height of exhibits; in those slots, they could hypothetically stand up to a couple of inches taller.

3. 11 perspex inserts for side windows. Note: we currently have 11 of these, 180mm x 374mm (7 1/8 in x 14¾ in), plus tiny disc-shaped magnets to hold them in place).
4. Three cloth panels on rods can be hung against the back and the two side walls by hooks from the lower rims of the top windows. The panels measure: 610mm x 1405mm or 24in x 57in. The panel fabric may be changed to as necessary.

Please see Previous Exhibitions on the website for examples of how the space has been used.