



# LEIGH ART TRAIL VENUE INFORMATION

www.leigharttrail.com **Saturday 8th – 16<sup>th</sup> July 2023** LATvenues@gmail.com

Dear Venue Owner,

Please see below a list of considerations that we ask the artist to discuss with you prior to Art Trail week.

## **Hanging/Displaying Artists work**

- Please discuss with the artist when they can have access to hang/display their work prior to 8<sup>th</sup> July.
- It is the artist's responsibility to ensure that at the end of the Trail, all areas of your venue are returned as they found them (walls made good, clean and tidy etc.) The artist will supply all easels/plinths/hanging materials
- Make arrangements to take down their work when convenient for you

## **Artist's Statement and contact details**

We ask the artist to display an Artist Statement including contact details. This is important, for both visitors and yourself.

## **Managing Sales**

We ask the artist to discuss these points with you and think about what will best work for you.

- Can work be purchased and taken away at the point of sale? If so, how will the artist replace work?
- Are you willing to take payment or deposit on behalf of the artist? The artist will either deliver or the customer will collect at the end of the Art Trail week.
- Preferred method is in cash or direct into artists bank account, but if you are willing to take credit/debit card payments please discuss the surcharge that will need to be deducted.

## **Your Artist attending your venue during Art Trail**

Please discuss with the artist when it is possible for them to attend the venue.

## **Private View**

If you are happy for the artist to have a private view this usually takes place on the Friday night before the trail starts but can be on an agreed time that suits you. Wine and soft drinks are provided at a cost to the artist.

## **Publicity Materials**

Promotional material will be supplied; including an Art Trail' A' board to stand outside your premises and trail guides will be freely available at all venues. The LAT team will use banners and street decoration to publicise the event.



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## **Advertising and Social media**

We will be using social media to promote both the venue and your artist prior to and during the event. We will use the details you have provided on the Venue Contact Form for this purpose.

## **Donation of an Auction Piece**

Each artist donates a piece of their work to the Trail to be auctioned during trail week and this helps to raise funds to support the continuation of the Trail as we receive no outside funding; this includes running the Schools Competitions and special events for the community. Your venue will display an auction box and bidding cards along with details on how the auction works.

**We hope you find the experience of being part of the Trail fulfilling and your support is greatly appreciated by the Team and all of our artists.**

Any further questions or suggestions please get in touch at the above email.