

Congleton Museum

Submission Guidelines

All work will be considered (space allowing), including photography, paintings, textiles, video, live performance, and digital works. Unfortunately, due to space and display restrictions, sculpture or fragile objects can't be displayed physically at this time. These items can of course be displayed in the online exhibition in photographs. Some artworks may need to be displayed in photograph form at the physical exhibition also, and may require a scanning or photography process. This may be conducted by either the artist, Congleton Pride, or Congleton Museum.

All artwork must be submitted to info@congletonmuseum.co.uk initially, including enquiries about your artwork.

Where files are too large to be submitted via email, please contact Anna at info@congletonmuseum.co.uk, we will advise on how to send artwork via an online Drive.

When submitting artwork, please include;

- Full name
- Medium (eg, watercolour)
- Contact number
- Address
- Email
- Social media handle (if applicable)
- A short (below 100 words) paragraph about yourself and artwork
- Any additional information we may need to know about

If sending files via email, please try and keep the file size below 1mb. You can change the size of your files by using various photo editing software, including the Windows Photos app.

Unfortunately, we are not able to guarantee that all submitted artwork will feature in the physical exhibition, or online exhibition.

A fundamental condition of any submission of art is that the you (the artist or submitter) accept neither Congleton Museum, Congleton Pride, or any of its volunteers, members of staff, or individuals involved with the running of the museum or Congleton Pride, are to be held legally responsible either in contract or in any other way for the safe keeping or custody of any artwork submitted.

By submitting artwork, you consent for your personal details to be stored electronically on Congleton Museums database for 1 year, and for your data to be shared with volunteers and members of staff working on the Pride of Place project. Your data will be used to keep record artwork submitted during the enquiry process, for both the physical and online exhibition, for contact purposes, and for follow-up purposes once the exhibition and project is complete. Should you wish for your data to be destroyed at any point, please contact Anna by emailing info@congletonmuseum.co.uk.