

## Terms and Conditions

- The successful artist/s will be issued with a contract.
- The artwork must comply with Health and Safety standards. The successful submission will be subject to Health and Safety checks.
- Child and Vulnerable Adults Protection: Selected artists will be required to follow national policy with regard to commissions involving interaction with children, young people and, vulnerable adults and where applicable undergo training in this area, as per national requirements.
- The appointed artist/s will be required to have the following insurances:
  - a. Public Liability Insurance cover of €6.5 million with an indemnity to principal extension.
  - b. Employers Liability cover of €13 million with an indemnity to principal extension (where employees are engaged by the Artist in connection with the Commission).
- The Commissioners will not insure equipment belonging to the Artist or her/his associates.
- The contracted artist/s will be required to furnish a valid Tax Clearance Certificate for all stages of the commission.
- Applicants should note that all commissions awarded are VAT inclusive, (whether VAT liability lies with the artist or the Commissioner).
- Payments to the Artist will be made in accordance with the Prompt Payments of Accounts Act 1997 and shall be processed on receipt of a valid invoice from the artist upon the sum becoming due.

## 2 Other Conditions

- All materials submitted should be clearly labelled with the applicant's name and contact details.
- Applicants are responsible for the cost of delivering applications.
- Late applications will not be accepted.
- The commissioner and its agents reserve the right to document artists' applications.
- Artists will be required to collect submissions within one month of being informed of the decisions of the final selection panel. While every care will be taken with artist's materials, no responsibility is taken by the Commissioners for items damaged or mislaid. Artists are responsible for insuring their applications if they wish.
- Applicants should ensure that they do not send any unique or irreplaceable material as part of their application.
- The Commissioners reserve the right not to award the commission if none of the proposals received are deemed to be suitable and in this instance reserve the right to pursue another procurement process.
- Emailed, faxed or late applications will not be accepted.
- All reasonable care will be taken with each submission. However the Commissioners do not accept responsibility for any loss or damage which may occur.

### **3 Queries**

Applicants are welcome to make enquiries regarding the commission. Answers to questions of a factual nature and not relating to conceptual or aesthetic questions will be circulated to other short-listed artists. Queries should be sent to:

**E: [oscannell@sdublincoco.ie](mailto:oscannell@sdublincoco.ie)**