

Fulham Palace exhibition hire

Fulham Palace is a Grade I listed building surrounded by 13 acres of a beautiful Grade II listed garden creating the perfect backdrop to showcase unique and breath-taking works of art.

Spaces available for hire



Terrick dining room
5.80 x 6.55 meters



Terrick drawing room
5.80 x 8.10 meters)



Drawing room café
7.10 x 10.70 meters

Hire rates

Space	Daily rate	Weekly rate
Terrick drawing room	£50.00 + VAT	£300.00 + VAT
Terrick dining room	£60.00 + VAT	£350.00 + VAT (due to H track system)
Terrick rooms (combined)	£85.00 + VAT	£590.00 + VAT
Cafe	£100.00 + VAT	£690.00 + VAT
All exhibition spaces	£250.00 + VAT	£1740.00 + VAT

Installation and take down time are also subject to 50% of the daily rate and should be included in the quote.

Community and educational partners of the Palace may be given reduced rates or free spaces. This decision is made on an individual basis with the collections and conservation officer, learning and engagement manager and the CEO.

If the space is given to a partner for free, the % of sales still applies.

Installation

Artist must install D-rings to the back of frames before installation. The artist (or events coordinator) must be present during installation and decant of the exhibition to help support the collections team, this must be done on a day that is convenient for both parties. Only FPT trained staff can use ladders. The artist can store small packaging items in the museum store during the exhibition period (number/amount of items to be confirmed with collections and conservation officer before installation).

Frame weight must be kept below 11kg (anything exceeding, must be flagged during submission) and not use glass glazing on frames. Drilling, Bluetac or the use of adhesive tapes to attach frames onto wall is not permitted.

In terms of insurance, displayed items are not covered in Fulham Palace's insurance policy against theft or damage. There are no UV filters on the window glass for any of these rooms. If invigilation is required, costs should reflect this.

Booking

To book an exhibition space at Fulham Palace please contact collections@fulhampalace.org with the preferred dates and images of the work. Once the dates of your booking have been confirmed you will be sent an invoice. The invoice must be paid within two weeks of receipt.

Cancellation

If you need to cancel your booking more than two weeks before your confirmed date, then a full refund will be provided.

If you need to cancel your booking 7 – 14 days before your confirmed date then you are eligible for a 50% refund.

If you cancel less than 6 days before your confirmed date then no refund will be provided.

Fulham Palace reserves the right to cancel a booking due to unforeseen circumstances and in this instance a full refund would be provided.

Reproductions and publicity

Fulham Palace is a heritage site open to the public. As such artwork on display may be photographed, filmed, videoed and copied in any way by the public without prior written agreement.

General marketing

All exhibits must supply the marketing department with:

- at least one high quality image – 300ppi minimum (prefer multiple images)
- exhibit details including artist(s), medium, exhibition dates, prices (if applicable), link to main website (if applicable)
- description of exhibit (100 – 500 words)
- contact information for further questions

Information must be supplied as far in advance as possible and at least two weeks before exhibit installation.

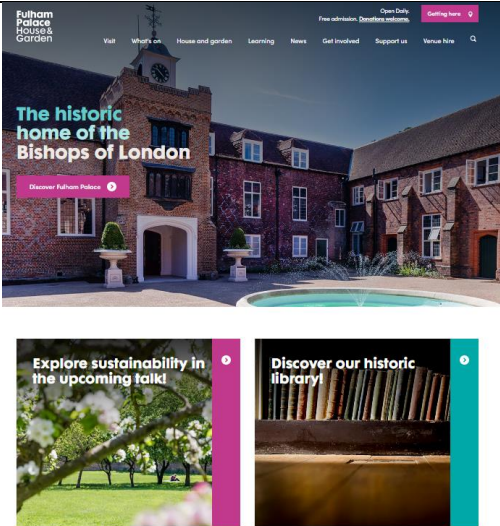
Exhibitors will need to grant Fulham Palace Trust permission to use your images for promotional material, social media and film.

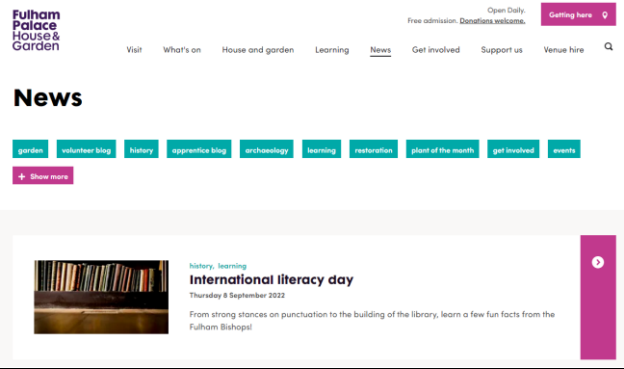

Our marketing team may choose to promote the exhibit across the main communication channels. Any marketing of the exhibit is not guaranteed unless otherwise agreed or payment has been made.

Additional exhibit marketing

Website

The Fulham Palace website has a variety of areas to showcase an exhibit, including the Fulham Palace website home page, a dedicated blog or on the exhibition page.

Home page	<ul style="list-style-type: none">• Image• Link to further details• Clear CTA	£100.00 per week	
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<p>Blog</p>	<ul style="list-style-type: none"> • 500-word copy • Minimum 2 images • Blog is supplied to the marketing team who will make minor editorial changes. 	<p>£35.00</p>	
<p>Exhibit</p>	<ul style="list-style-type: none"> • 150-word copy • 1 – 3 images • Exhibit details • Link to their website 	<p>£35.00</p>	<p>Previous exhibitions</p> <p>The walled garden</p> <p>3 – 31 August</p> <p>An exhibition of mixed media art works by students inspired by the garden during a visit to Fulham Palace. They gathered visual material, making sketches and taking photographs, with the intention of exploring details of texture and colours as well as the larger vistas of this magical place. Later, back in the studio, they created mixed media works evoking the sensations and memories of this verdant and tranquil oasis. There is a sense of the fairy tale to many of these works, as the artists recall elements of the observations gathered at Fulham Palace and bring these together with memories of their own 'dream gardens'.</p> <p>Putney School of Art and Design</p> <p>The students are part of artist Sarah Sparkes course 'Expressive Drawing and Painting Flora and Natural Forms' at Putney school of Art and Design. Read the blog about the exhibition.</p> <p>Details</p> <ul style="list-style-type: none"> • Exhibition open from 3 – 31 August 2022. • This exhibition is in Bishop Terrick's rooms and is open daily from 10.30 – 16.00 with museum admission. • Admission is free • Postcards with selected prints can be purchased from the museum shop. 

Newsletter

Fulham Palace has a variety of e-newsletters sent on a monthly basis to various audiences. Each newsletter features an image, 50-word copy, a link to further details and a link to your website (if applicable)

General newsletter	<ul style="list-style-type: none"> • Approx. 6,500 subscribers • Avg. open rate 51% • Avg. click rate 5% 	£25.00
Patron's newsletter	<ul style="list-style-type: none"> • Approx. 100 subscribers • Avg. open rate 57% • Avg. click rate 9% 	£10.00
Friend's Newsletter	<ul style="list-style-type: none"> • Approx. 450 subscribers • Avg. open rate 54% • Avg. click rate 8% 	£10.00
Volunteer newsletter	<ul style="list-style-type: none"> • Approx. subscribers – 418 • Avg. open rate – 50% • Avg. click rate – 16.7% (70) 	£5.00
Families newsletter	<ul style="list-style-type: none"> • Average subscribers – 113 • Open rate – 67% • Click rate – 10.4% 	£5.00
Schools newsletters	<p>Hammersmith and Fulham schools newsletter: Average subscribers – 44 Open rate – 20.7% Click rate – 1.8%</p> <p>Kensington and Chelsea schools newsletter: Average subscribers – 47</p>	£5.00

	<p>Open rate – 16% Click rate – 0.6%</p> <p>Ealing schools newsletter: Average subscribers – 12 Open rate – 8.5% Click rate – 1.4%</p> <p>Barnet schools newsletter: Average subscribers – 34 Open rate – 12.5% Click rate – 0.5%</p> <p>Brent schools newsletter: Average subscribers – 11 Open rate – 19.3% Click rate – 2.6%</p> <p>Wandsworth schools newsletter: Average subscribers – 8 Open rate – 33.3% Click rate – 5.6%</p> <p>General schools newsletter: Average subscribers – 74 Open rate – 18.2% Click rate – 2.4%</p>	
All newsletters	As above	£60.00

Social media

Fulham Palace highlights various aspects of the Palace and its events on Facebook, Twitter, LinkedIn, Instagram and YouTube.

New exhibit coverage	<ul style="list-style-type: none"> Instagram, Twitter, Facebook Min. 1 image Within one week of installation* 	£15.00
Exhibit general push	<ul style="list-style-type: none"> Instagram, Twitter, Facebook Min. 1 image During the middle of the exhibit schedule* 	£15.00
Visit before it's too late	<ul style="list-style-type: none"> Instagram, Twitter, Facebook Min. 1 image Within one week of exhibit being taken down* 	£15.00
All post options		£45.00

** dates may vary due to content calendar*

Additional social media add-ons

Instagram reel	<ul style="list-style-type: none"> Instagram reel placed on the main feed 	£30.00
Promotional video	<ul style="list-style-type: none"> Promotional video made by marketing team Min 2 minute YouTube, Facebook, Twitter 	£250.00

On- site posters

The 13-acre site has in-house printed posters sized A3 and A4 in high traffic areas including the back of toilet stalls, café, museum front desk, shop, education centre, garden, barrow, etc.

Poster artwork must be supplied in portrait orientation.

A4 laminated x10*	<ul style="list-style-type: none"> high traffic areas such as café, museum front desk, shop, toilets, etc. 	£25.00
A3 laminated x5*	<ul style="list-style-type: none"> High traffic areas such as walled garden, education centre, toilets, etc. 	£20.00
A4 & A5 laminated	<ul style="list-style-type: none"> General coverage of exhibit through on-site posters in high traffic areas 	£40.00

** exact numbers and locations may vary*

Additional poster add-ons

All designs are done by the Fulham Palace marketing team in line with the Fulham Palace brand guidelines.

A4 poster design	<ul style="list-style-type: none"> Graphic design for A4 poster done 	£45.00
A3 poster design	<ul style="list-style-type: none"> Graphic design for A3 poster done 	£55.00
A4 & A3 design	<ul style="list-style-type: none"> Graphic design for an A4 & A3 poster 	£75.00

Retail

If an artist is selling the pieces on display, Fulham Palace will take 25% of the sale price. This charge is on top of the exhibition hire charges. Any sales will go through the museum shop.

Merchandise associated with the exhibition can be sold in a dedicated area in the museum entrance room next to the shop. Due to limited storage and display space, we can accommodate up to two designs of mounted A3 prints and up to four postcards designs. The museum shop operates with a set income margin. The cost and retail price of any related merchandise will need to reflect this and can be discussed if you are considering selling related articles via the museum shop.

If you are interested in selling merchandise in the Palace shop please contact the retail manager at valerie.weydert@fulhampalace.org for more information.