



## APPLICATION FORM

Digital copies of the works must be submitted for assessment by **5pm on Friday 24<sup>th</sup> July 2020**.

The digital copies should be submitted as \*.tif or \*.jpg format files and must have a minimum resolution of 300 dpi and 2400 pixels (8" high).

Files should be submitted via WeTransfer or Dropbox to [Florilegium@rbge.org.uk](mailto:Florilegium@rbge.org.uk)

A completed copy of this form must accompany your submission. Please provide all of the requested information

### PLEASE COMPLETE IN CAPITAL LETTERS

<b>First Name</b>		<b>Surname</b>	
<b>Address</b>			
<b>Postcode</b>		<b>Telephone No.</b>	
<b>Email</b>			

<b>Works Being Submitted:</b>				
	<b>Title of Work</b>	<b>Medium</b>	<b>Window Size (A2, A3, A4 or A5)</b>	<b>Provenance of Plant Material, e.g. RBGE Accession number, wild origin, etc</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				

**Please note that no original works should be sent to the RBGE until selection has been confirmed.**



## Biographical Information

If the submitted works are accepted the information provided here will be made publicly available via the Florilegium website (<https://www.rbge.org.uk/Florilegium>).

<b>Professional Name (if different):</b>	
<b>Date of Birth (DD/MM/YY):</b>	
<b>Contact email (for sales enquiries, etc):</b>	
<b>Website:</b>	
<b>Personal Statement (250 words maximum)</b>	
<b>Career and Qualifications</b>	
<b>Exhibitions and Awards</b>	
<b>Date</b>	<b>Exhibition / Award</b>
<b>Please include a digital photograph (*.jpg file, orientation - portrait) for use on the Florilegium website and associated marketing information, e.g. press briefings, exhibition information, etc.</b>	



# RBGE Florilegium

## Copyright Agreement

The copyright for artworks that are accepted for the RBGE Florilegium remains with the artists.

The creators of works that are donated to the RBGE Florilegium grant the RBGE an exclusive licence to use the artwork in perpetuity without charge for the purpose of promoting the RBGE Florilegium including, but not limited to use in publications and for related products.

If an artwork is purchased by the RBGE the artist will be asked to transfer the copyright in the work to the RBGE.

Artists retain all moral rights in works that are submitted to the RBGE Florilegium.

1. If the items listed and described on this form are accepted to the RBGE Florilegium I will make a gift (i.e. transfer legal ownership in perpetuity) of them to the Royal Botanic Garden Edinburgh, 20a Inverleith Row, EH3 5LR.
2. I confirm that I am the original creator of the works and that I have the necessary legal rights to transfer ownership of those works to the Royal Botanic Garden Edinburgh.
3. If accepted to the RBGE Florilegium I agree to grant the RBGE an exclusive licence to use the artwork in perpetuity without charge for the purpose of promoting the RBGE Florilegium including, but not limited to, use in publications and other commercial products.
4. I assert my moral rights to be identified as the artist of the works that are being gifted to the RBGE Florilegium.

I have read and agree to the terms stipulated on this form.

**Artist's signature:**

**Date:**

N.B. Electronic signature can be effected by typing '(endorsed by email)' after a person's name and the form being sent as an email attachment by that person.



# RBGE Florilegium

## Submission Checklist

1.	Digital copies of submitted artworks provided	Yes / No
2.	Application Form completed	Yes / No
3.	Biographical Information completed ( <b>N.B. If your submission is successful the information provided in this section will be published on the RBGE Florilegium website.</b> )	Yes / No
4.	Digital portrait photograph for use on the Florilegium website and associated marketing materials	Yes / No
5.	Copyright Agreement signed and dated	Yes / No

**If your application is unsuccessful this form will be deleted but a record of the submission (name of artist, title of work and description of the work), including the submitted digital image, will be retained for archival purposes.**

**All of the information provided on this form will be stored in accordance with the Royal Botanic Garden Edinburgh Privacy Policy which is available to view at <https://www.rbge.org.uk/privacy-notice/>.**