



**If some of our materials we want to use are costly, if we retain ownership of them to be un-installed after the project, could some of the materials work on a hire basis?**

Yes, this could be a possibility! Please do discuss it with Emily ahead of sending your proposal in just to make sure. We're still in discussions around when Box on the Docks at Christmas will end but most likely end of January.

**Is there a pre-designed structure for the project or is the design of the structure a part of the commission? And will we need to build the structure ourselves?**

The box itself is provided by us & is pre-designed. We'll be responsible for installing the actual box and it will be a blank canvas, if you like, for the artist to come and decorate how they wish. There is four options available:

- 2.4 x 2.4m Shed
- 8'5" x 8' Greenhouses
- 8'5 x 6' Greenhouses
- 8'5" x 12' Greenhouses

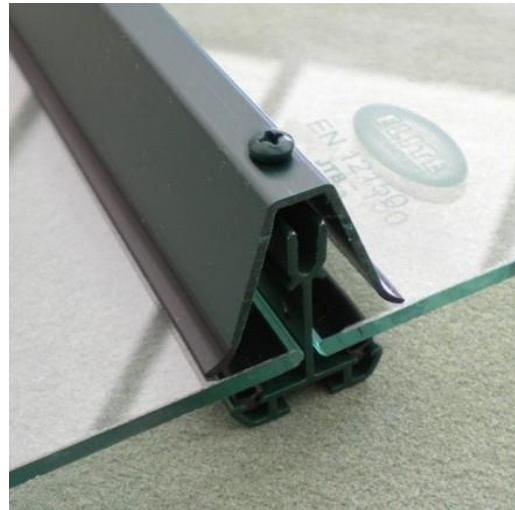
Our aim is to re-use many of the current boxes we have. So where previously, all sheds were showing the OSB (orientated strand board) material, these sheds now have been worked on. In preparation for the next phase, we will be painting any sheds to be used in the Christmas phase with white prime so allow for a blank canvas. Logistically, the shed joints will be butted up not overlapped, essentially the outside will be flat panels. They will also have a plate glass window. Please email Emily if you would like the exact specification. Equally, any greenhouses we plan to re-purpose, will be available to work on in their original state. The greenhouses will be toughened and won't have film on it. The glass panels are 600mm wide, there is a jointer and capping which overlaps each pane.

For reference, please see below some imagery of the sheds and greenhouses. For more imagery, please skim through the separately attached Phase 1 report or check out our social media @BoxOnTheDocks

## Shed



## Greenhouses (available in 3 sizes)



### Is there power available?

Yes, there is power available, but this may need to be reserved for artists that are having tech elements in their work as we have a limited supply of this. We also encourage those artists who are including elements needing power in their proposals to ensure the power draws are as minimal as possible. We are speaking to a variety of artists from interior designers, painters, graphic designers, installation & sound artist so it's not a one size fits all project. However, all boxes have lighting, tables, and chairs to make them function for the restaurants. We are also looking at heating options too. Your proposal may include lighting, tables or chairs (especially if you're a light artist or an interior designer), that's okay, we'll be able to provide those other necessary elements.

If your proposal has been signed off by us in terms of technical equipment being used, then we'll ensure that your box is allocated where power is available. However, if it's simply for personal uses during the install, then this may not be available as it may be in a location where no power can be reached.

### Will my proposal need to include how I plan on designing the chairs/table or will these designs be standard across all boxes and be provided by you? If provided by MediaCityUK, what does the furniture look like aesthetically, and would we get to choose a seating layout that suits the work best?

We left the brief quite broad to allow for the artists to be as creative as they like in their proposals so you may wish to design the chairs and table – this has been left open especially for interior designers to contribute in their field of work. However, our interiors team have already sourced our tables and chairs that have been

used for Phase 1 and can be used for those that don't include this in the design so it's not a necessity, but we didn't want to specify in order to not restrict. A reminder that we're also looking for experiential boxes, so please make sure you highlight whether you are wanting to produce a:

1. Dining Box with furniture provided by MediaCityUK
2. Dining Box with furniture designed/sourced by you, the artist. Please contact us regarding sizing.
3. Box of Experience – no furniture needed

For aesthetic purposes, please see images below of the type of furniture we are using.



Once we have collated the proposals, we may need to do some tweaking here and there to allocate the proposals to the most suitable retailer – this will depend on the aesthetic proposed and the size of the structure.

#### **Can I select retailer I want to be linked with?**

Once we've received all proposals, as a part of the curatorial process MediaCityUK and HemingwayDesign will be responsible ensuring the right boxes are placed in suitable locations and match up their allocated restaurant/bar, size, seating layout, power requirements. Ideally, we'd love the artist to work with us on this

but due to a quick turnaround and lots of factors to consider, this is something internally we will be selecting. Not all boxes will be allocated to restaurants – some will be purely experiential so we are looking for a mix of ideas submitted.

**In terms of responsibilities, who does the maintenance and upkeep of the boxes sit with?**

We have an operations team who will maintain and upkeep the boxes after you've finished working on them.

**With regards to cleaning, assuming the booths will be sanitised in between use, if there are interactive elements to the artwork will they be able to be sanitised at the same time?**

For the decorative dining boxes, the operations will lie with MediaCityUK but we will be relying on the restaurant/bar to ensure clean up after each 'sitting' and sanitise the area (we are providing a licence and full operational health & safety plan which they will be required to follow). For the engagement boxes, there can be elements of interactivity but we'd very much encourage you to think 'outside the box' and find ways to add interactive elements but in a safe and controlled way. You can combine a decorative dining box with interactive elements too but again, just ensuring that it is covid-safe. MediaCityUK will be looking after the boxes from a security POV too.

**In the case of having technical equipment in the installation, will there be a member of staff who can switch on in the morning and switch off at the end of the day?**

Our operations team will be managing the day to day, so they are able to switch the equipment on and off. However, it will need to be as simple of a procedure as possible as they won't necessarily be trained in the technology being used – if it's a simple flick of the switch job that would be perfect and clear instructions would be great too.

**Are the artists allowed to work on the deconstructed panels in the workshops to be installed once painted?**

The sheds/greenhouses are already fixed on site, so there will be no opportunity for them to be painted on prior to this. The structures have been installed on site by MediaCityUK's operation team and the artist will be needed to work in-situ – we can provide PED barrier to ensure health & safety regulations are adhered to when the work is being produced – we're also looking at ways we could potentially expand on the work being produced in-situ through a live stream or a Q&A with the artist so will let you know more on this in due course.

**Is there any support you can provide in terms of the fabrication process and the sourcing of materials for my proposal?**

We have an operations team who will be installing the structures on site, but we don't have any capacity to physically help with the creative process of the production. However, there will be someone on site on the day when you're installing/bringing your creative elements to the structures, but they won't necessarily be skilled in fabrication skills. They'll purely be there for artist liaison/curation.

**Are there boxes for community outreach programmes too, to highlight the work that is being done at a community level?**

Definitely! We're open to all suggestions. We want to build on 'Box the Docks' to include experiential stuff for local families and there may well be opportunities for community outreach programmes too. The project was always part of a wider engagement plan and if the programme is right, we hope we'll be able to secure more investment to fulfil it. We also have to tread a little carefully at the moment given the landscape of the pandemic is still uncertain and we are wary about not encouraging crowds/lots of people to come to MediaCityUK – so far it's been a gradual unfurling and we're managing it well but of course, need to manage footfall and gatherings.

**Can I circulate the brief around my freelance networks?**

Yes! This time, we're opening it up even further around the Salford and Greater Manchester areas so please do share with any of your freelance, creative networks and people you think may be interested.

**How durable do you need them to be?**

Of course, we will ensure the boxes will be durable and secure but we do need to ensure that your proposal can stand through the winter period – at least 3 months!

**Are you wanting the proposals to fit MediaCityUK's aesthetic or prefer it to stand out?**

It's really up to you! We're wanting all the boxes to be stand out pieces. However, we appreciate that sometimes MediaCityUK can look too 'business-like' with its shiny high-rise buildings and sometimes can feel inaccessible. With this project, we're really trying to make it approachable for families to come down, book a table in the restaurant and enjoy Salford Quays. Without trying to steer you in a certain direction and not to influence your creative process or your own personal aesthetic, we're very much wanting to make the boxes fun and pieces of art in themselves. That being said, the works throughout Phase 1 had a summery feeling and with it being Christmas, we are wanting to create a pleasant festive vibe. So do think about

**Is it one box per commissioned artist?**

We have limited number of boxes so we can't guarantee, if selected that you'll be able to work on more than one, but you are more than welcome to submit as many proposals as you wish. You may also wish to think about submitting one for a shed and one for a greenhouse.

**What happens if the local or national guidelines affect the opening of Box on the Docks at Christmas?**

We will continually monitor both local and national guidelines and we reserve the right to alter the curation or launch dates of the project if we are advised to. However, MediaCityUK has plenty of space and we are keen to continue to support both our creative, cultural and hospitality sectors with this project in any way we can. The sheds and greenhouses provide completely socially distanced dining, our on-site operations team is working hard to ensure everyone stays safe and we will continue to update our 'safe, spacious and secure' manifesto to reflect any changes.

**When is the deadline for submission & who do I send it to?**

Tuesday 6<sup>th</sup> October at midnight – please send to [emily@hemingwaydesign.co.uk](mailto:emily@hemingwaydesign.co.uk)



**HEMINGWAYDESIGN**