



## Seasonal Art Exhibit Policy Ignacio Community Library

The purpose of Art Exhibit at the Ignacio Community Library is to enrich the library and community experience by:

- Presenting a wide range of art, collections or displays
- Supporting community culture and artistic opportunities
- Stimulating aesthetic and creative growth
- Enhancing and increasing community appreciation of the arts

### **Policy**

The Ignacio Community Library encourages artistic and cultural interests by providing a showcase for artists. The Library welcomes artists of all ages, amateur or professional to participate in exhibition under the following guidelines:

- All artwork must be the original work of the submitting artist. Work from all media and styles will be considered. Each artist may list up to six pieces on the Art Exhibit Request Form. Wall art must be ready to hang without difficulty; must have a wire or support structure attached to the back.

The Ignacio Community Library Art Exhibits are for periods of 90 days, during which the submitted art is expected to remain at the library. However, the Designated Art Exhibit Coordinator (Art Coordinator) may grant an exception if an artist wishes to remove a piece prior to the scheduled ending date.

Exhibits are scheduled for January, April, July and October. Specific dates for upcoming exhibits and deadlines are announced by postings on the Library's website, newsletter, and bulletin board.

Exhibit decisions are made by the Art Coordinator based on the requests submitted by the deadline. Requests sent by mail will be considered if postmarked by the deadline date. Selections are based on the appropriateness of the art, the space available, and alignment to the Library's mission statement.

Price tags will not be visible on exhibiting work. Artwork pricing is available through the Art Coordinator. The Art Coordinator will assemble information and labels about the artists and their work, as provided by the artist, for the viewing public.

Artists must pick up artwork from the Library no later than one week after the end of the exhibit. The Library does not provide storage space.

Each exhibitor agrees and understands the Library, its Trustees, and Employees assume no responsibility for loss or damage to works on display.

By submitting artwork, artists grant the Library the right to use their images for the purpose of promoting the Library and the exhibit. These images may be placed on the Library's website and social media.

### **Procedures**

1. Complete Art Exhibit Request Form: submission deadlines will be strictly adhered to. Artists may send art exhibit request forms via mail or email. Items to be submitted by the deadline are:
  - a. Signed *Art Exhibit Request Form*
  - b. A photograph of each item listed on the *Art Exhibit Request Form*
    - i. Wall art note: to reduce glare, a photograph of each piece before it is framed is much appreciated
  - c. A short artist biography
  - d. A photograph of the artist (optional)
2. The Art Coordinator makes selections. The Art Coordinator will review all listed works on all applicant requests.
3. Artists will be notified when to bring selected items to the Library. Artwork must be dropped off by date given.