

PENDER ISLAND PUBLIC LIBRARY --- ART EXHIBITION APPLICATION PACKAGE

updated Sept. 2023

The Pender Island Public Library supports art exhibits which enhance community cultural and artistic activities, nourish intellectual, aesthetic and creative growth, and encourage individuals who contribute to the extension of the arts.

Selection Process

Library staff and associated partners will review and select all exhibits, seeking to present and promote diverse visual arts exhibitions by local artists. Eligible artists must be residents, living on the Pender Islands for at least 6 mo. per year. We will consider a wide range of artistic expression in deciding on potential exhibitors. The Library exhibit space is available to group and individual collections on an equitable basis. However, in deciding the suitability of any work, the Library is mindful that the display areas will be viewed by all members and age-groups of the community.

At this time, the Library is only accepting art works that can be securely hung. The following will be considered when selecting or approving exhibits, although not all exhibits will meet all criteria: subject, technique, concept and style are suitable for intended audience; artistic expression; appropriateness to special events, holidays, etc.; historical or regional relevance; relation to other events or exhibits in the community; ease of installation; representation of an influential movement, genre, trend or national culture; significance of the contributor; attention of viewers and the public.

Applications will be processed on a regular basis, with scheduling priority given to exhibitors who have not previously presented an exhibit. The Library reserves right to determine and select each piece of artwork to be exhibited. If a submission is not selected for an exhibit, artists are invited to resubmit new work after one (1) year. The Library's exhibit space cannot be used for commercial advertising, commercial enterprises, or for political candidates.

Application Procedure

Applicants must complete and submit the attached form: APPLICATION TO EXHIBIT ART and EXHIBITOR RELEASE AND INDEMNIFICATION AGREEMENT.

Exhibition Procedure

Successful applicants will be contacted and within two weeks of being notified, and the artist must contact the Library to confirm possible exhibit dates. Library staff will schedule the exhibit of selected works and determine the date and duration of an exhibit, but will attempt to accommodate an artist. There are 6 scheduled exhibitions per year, for a period of 2 months each. The length of exhibition may be extended to a maximum of three (3) months upon approval by the Library Director. The Library will supply trained personnel for the installation and dismantling of the exhibit. All artwork must be hung on designated picture rails in the Library. The exhibit space must be left in satisfactory condition.

All art must be suitably presented so that it is safe and secure for hanging (e.g. all frames and mounting arrangements must be securely constructed). Work that is fragile in nature or whose framing or display arrangement is of questionable durability may be rejected. Works shall be in a finished state (either framed or with a suitable edge) complete with a mechanism by which they may be hung from the picture rails (e.g. hanging wire, fish---line fastened to the work by eye---hooks). The Library cannot display 3D works and no freestanding objects are permitted. All works are to be deemed safe for display by Library.

The exhibit area is open to the public only during the regular open hours of the Library. Receptions are not permitted, unless special permission is granted by the Library Director. Library staff do not serve as attendants during an exhibit, but will distribute contact information pamphlets and cards provided by the artists. For each piece of art work, the artist is to provide a description or title indicating the name of the work, artist's name and medium. Library staff will create the display cards for the artwork. If desired, artists can also provide one (1) sheet (size: 8.5x11 inches) with a brief biography, an artist's statement, and a complete list of artworks installed.

The Library will provide one (1) poster (size: 8.5x11 inches) announcing the exhibit, with artist info and exhibition dates for the Library's bulletin board, website, and social media pages.

Liability

The exhibitor must sign the Library's *Exhibitor Release and Indemnification Agreement* form. The exhibitor assumes full responsibility for the transportation of all work to and from the Library. Exhibitors using the space assume liability for damages to Library property resulting from said usage, as assessed by the Library. The Library is not responsible for any damages incurred to art works while being installed, exhibited, and removed from the library building. The Library will dispose of abandoned exhibit materials after reasonable effort has been made to contact the exhibitor.

The viewpoints expressed in the artworks exhibited are those of the artists, and are not necessarily those of the Pender Island Public Library.

Sales of Art

Works of art exhibited in the Library are for display purposes only and no prices are to be displayed. If a customer wishes to purchase an artwork, library staff will direct them to contact the artist directly. The Library requests that artworks remain on view for an exhibition's duration, but if a piece is removed, another piece may replace it.

PENDER ISLAND PUBLIC LIBRARY: APPLICATION FOR ART EXHIBITION

PLEASE RETURN THE COMPLETED APPLICATION FORM TO THE LIBRARY'S CIRCULATION DESK. YOU WILL BE CONTACTED BY LIBRARY STAFF.

Date: _____

Artist Name(s) (please print):

Contact Address: _____

Phone: _____

Email _____

Type of show: Individual _____ Group _____

Please Briefly Describe Your Art and Medium: [Use additional pages for multiple artists]

Approximate number of pieces to be exhibited: _____

Please complete Page 2

PENDER ISLAND PUBLIC LIBRARY: ART EXHIBITOR RELEASE AND INDEMNIFICATION AGREEMENT

I/we understand that in offering my/our works of art to be displayed in the Pender Island Public Library, that I/we release and discharge and agree to indemnify and hold harmless the Pender Island Public Library Association and its officials, Board Trustees, employees, and volunteers from all losses, costs, damages and theft of my/our artworks occurring during the periods of transportation, installation, exhibit duration, and dismantling.

Each artist displaying works in an exhibit must date and sign this release.

Date: _____

Name

Signature

Name

Signature

Name

Signature

LIBRARY USE ONLY

Artist informed that exhibition: Accepted_____ Declined_____

Notes: _____

Set---up Date: _____ / _____ / _____ Take---down Date: _____ / _____ / _____

Name (Team member): _____

Date: _____