

## **SIERRA VISTA PUBLIC LIBRARY**

### **GALLERY WALL TERMS OF USE**

The gallery wall at the Sierra Vista Public Library is available for public use. It may be booked for a one month exhibition no more than once every year by any amateur or professional artist.

The gallery wall is subject to availability. A Library Gallery Exhibit Application form is required for each artist who would like to be considered for a gallery exhibition. Please read through the information provided here or on the library website and the application form thoroughly in order to insure that application forms are submitted properly.

All Art displayed should be of acceptable viewing content for all ages. The Library retains the right to determine the suitability of any proposed exhibition.

### **LIABILITY**

All exhibitors must agree to hold the City, its Library and employees free and harmless from any loss, damage, or liability, cost or expense that may arise during or be caused in any way by the proposed use of the requested facilities.

### **HANGING ART WORK**

Materials used to hang art work are the responsibility of the artist(s). Display supplies are not provided by the library, except for hangers to attach to the provided wall display.

**NO NAILS, SINGLE-SIDED OR DOUBLE-SIDED TAPE, FIXATIVES OR OTHER ADHESIVES MAY BE USED ON THE WALL.** Damage to the wall as a result of improper hanging is the responsibility of the exhibitor. Art works framed in glass (or otherwise heavily framed) must be safely hung; i.e. with wires sufficiently strong for what is being exhibited. Art work unsafely hung will may be removed by staff.

All art work must be put up on the first day of exhibition and removed four weeks later on the last day of the exhibit. Unless otherwise arranged by library staff in charge of gallery wall.

### **PROMOTION**

Artists may display a prepared statement (8.5"x11" or less) about the artwork on the wall. Cards with contact information may also be posted. It is preferred that pricing information be displayed discreetly and that sales be handled off the Library site. Library staff may not be involved in any sales activity.

Artwork **CANNOT** be stored at the library pre or post exhibit. The library is not responsible for any artwork that is left behind.

If you have further questions regarding the use of the Library Gallery Wall, please contact Susan Abend at [Susan.Aabend@SierraVistaAZ.gov](mailto:Susan.Aabend@SierraVistaAZ.gov) or call 458-4225.

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**APPLICATION FOR GALLERY WALL**

Name of Artist: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

I have submitted a link to view artwork online: \_\_\_\_\_

OR I wish to schedule a meeting with library staff in charge of gallery wall to demonstrate representative examples of my work.

**HOW TO APPLY**

Submit this form, following one of the two options above to provide examples of your art work.

Application materials are kept on file at the Library until reviewed by library staff. In deciding which artists will be granted display space, the following is considered: the artistic merit of the work; the media, format, and condition of the material; the extent to which the exhibit reflects the local community, its interests and culture; and whether or not the artist has previously displayed artworks in the gallery.

In addition, the Library is not a museum or art gallery, and all art displayed should be of acceptable viewing content for all ages.

Once an artist's work is selected for display, the artist will be contacted to set up an exhibit date.

By signing this document the artist agrees that they have read and agree with the Gallery Wall Terms of Use. **initials of artist**\_\_\_\_\_

Applications must be submitted to Susan Abend at the library or via email:  
Susan.Aabend@SierraVistaAZ.gov

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_