

Art Exhibit Contract



Art Exhibit Contract

2203 Main Street Stratford, Connecticut 06615
Contacts Tom Holchan/Public Relations & Programming 385 4162
email: tholchan@stratfordlibrary.org
website: www.stratfordlibrary.org

Month/Year: _____

Artist: _____

Address: _____

Email address: _____

Phone: (day) _____ (evening) _____ (cell) _____

Exhibit Medium: _____

Exhibit Title: _____

Exhibit Contents: _____

Is the work framed? Y N Will it be for sale? Y N Can you email PR photos to us?

Y N Biographical Information (attach resume if available)

FOR OFFICE USE:

Hanging Date: _____ Take-Down Date: _____

Notes:

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The artist must present library with representative sample(s) of work in order to be considered for an exhibit date. If accepted, a current biography/resume and photos of work (either on disk or by email) would be requested for publicity purposes.

The library will schedule both hanging and take-down dates with the artist prior to exhibition. The artist is responsible for both hanging and taking down the exhibit. Arrangement of work is at the artist's discretion. All materials for hanging (hammer, nails, hooks, wire, etc.) will be supplied by the artist.

The Stratford Library's insurance coverage for art work exhibitions has a limit of \$5,000.00 and a deductible of \$250.00. The library does not cover any cost up to \$250.00. Prices of all art must be submitted to library prior to exhibition date.

The library is responsible for all publicity of art exhibit and will submit press to area newspapers, radio stations, etc. if biographical material and photos are provided by the artist.

Artist may hang a price list and sell artwork but library and its staff are not responsible for any direct sales. If desired, patrons interested in purchasing art will be directed to the artist.

I have read and understand the Stratford Library art exhibit policies.

Reviewed 8/12, 12/13