

<b>Owen Sound &amp; North Grey Union Public Library Policy</b> <b>SUBJECT: Art Exhibit</b>	<b>Policy # L 18</b> <b>Date:</b> <b>October 28, 2004</b> <b>Reviewed:</b> <b>January 21, 2019</b> <b>September 26, 2022</b> <b>Next Review Date:</b> <b>September 2026</b>
<b>BOARD AUTHORITY OR STAFF APPROVED:</b> <b>Library Board Resolution 71-04</b> <b>Library Board Resolution 26-19</b> <b>Library Board Resolution 48-22</b>	<b>Page # 1 of 3</b>

**Art Exhibit**

**Background:**

The Owen Sound & North Grey Union Public Library offers the opportunity for local visual artists to display their work in the Owen Sound & North Grey Union Public Library.

**Policy:**

1. Artists or groups interested in displaying their work must complete an application form and may be required to submit samples of their work for approval by the Library CEO.
2. Subject matter should be appropriate for the Library, considering community standards and that the art will be viewed by people of all ages. The Library Board reserves final decision on acceptance of art.
3. Once approved, the Art Exhibit Agreement shall be signed by the artist or group representative.
4. All art is to be hung and removed by the artist or group within the time frame agreed upon.
5. The Library will not be held responsible for any damage, vandalism or theft of the work while on display or in transit. Insurance is the responsibility of the artist or group.
6. The Library shall not incur any expense associated with the exhibit.
7. Art on display may be viewed by the public during regular Library hours only. An after hour's exhibition/reception may be permitted upon approval by the Library CEO.
8. The Library will issue a news release based on biographical information supplied by the artist or group. Any other promotion is the responsibility of the artist or group and must be approved by the Library CEO before distribution.

9. The artist or group may provide contact cards or pamphlets to promote sales. All sale dealings shall take place directly with the artist or group and is beyond the Library's jurisdiction.

**Owen Sound & North Grey Union Public Library**

**Application for**

**Art Exhibit**

Date:

\_\_\_\_\_

Artist's/Group Name:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Medium of Work: \_\_\_\_\_

Theme of Work: \_\_\_\_\_

Months available for showing: \_\_\_\_\_

Will biographical information be provided: \_\_\_\_\_

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For Library Use Only

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

**Owen Sound & North Grey Union Public Library**

**Art Exhibit Agreement**

1. All art is to be hung and removed by the artist or group within the dates as agreed upon below.
2. Artwork shall be on display from \_\_\_\_\_ to \_\_\_\_\_, 20\_\_\_\_.
3. The Library is not to incur any unreasonable expense.
4. The Library will not be responsible for any damage, vandalism or theft of the artwork while on display or in transit.
5. The artist or group may supply pamphlets or contact cards to promote sales. All sales dealings must take place directly with the artist and outside of the Library's jurisdiction.
6. The Library will provide a news release based on biographical information supplied by the artist or group. Any other promotion is the responsibility of the artist or group and must be approved by the Library before distribution.

I, \_\_\_\_\_, understand and agree to the conditions (as above) under which my art work will be exhibited at the Library.

Artist's Name/Group Contact: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_