

Bushnell-Sage Library Art Wall Policy

The Bushnell-Sage Library (BSL) encourages artistic or cultural exhibits from our community. Our exhibit space is located on the main floor adjacent to the reading area, circulation desk and Children's Department. It offers a 4' high by 28' wall expanse in two 14' sections. All materials for display must be able to hang from an adjustable art wall hanging system.

The BSL agrees with all aspects of the Library Bill of Rights; exhibits will not be excluded because of the race, nationality or the social, political, or religious views of the exhibitors. However, we reserve the right to exercise some constraints in subject matter due to proximity of the Art Wall to the Children's Department.

Information for Exhibitors

Bookings

Exhibits are scheduled for a one-month time period. The Art Wall Manager reserves the right to reschedule exhibits to fit around other programming, but will generally operate on a first come first served basis. Exhibitors may not apply to exhibit more than once a year. We will offer periodic group or themed exhibits for those artists who may not have enough work to fill the space. Please contact us at the following email address bushnellsageart@gmail.com to get on our waiting list. You will receive a reply approximately within the week stating your approximate queue on the list and directions on how to proceed.

Loss or Damage

Bushnell-Sage Library assumes no responsibility or liability, regardless of cause, for loss or damage to exhibitor property and supplies during installation, public display, or the removal of the exhibition.

Exhibition of work

All work must be able to hang from the library's adjustable art wall hanging system, and may only be placed on the art wall area. **Nothing** is to be attached directly to the wall using nails, push pins, tape, staples, sticky gum, etc.

Sales

The Library requests a 20% donation of all works sold, paid to the "Friends of Bushnell-Sage Library". The Library may not participate in the sale of works. Exhibitors are asked to provide a pricelist and contact information for potential customers. It will be up to the artist's discretion whether they want to set up cash & carry sales if the library provides a lock box.

No prices may be affixed to items. A numbering system with a price list will be used.

Exhibit openings

Exhibitors are invited to hold an opening reception on a Friday evening from 5:00 p.m. to 6:30 p.m. or Sunday afternoon from 2:30 p.m. to 4:00 p.m. Refreshments will be served, graciously provided by the Friends group. Alcohol is not allowed on the premises.

**Bushnell-Sage Library
Exhibit Agreement**

Exhibitor's Name: _____

Mailing Address: _____

Group or Organization, if applicable: _____

Phone: _____ Email: _____

Dates of Display: _____

Description of Items (Oil Paintings, Watercolors, Photographs, etc):

Number of items in the exhibit: (approximately) _____

All items displayed are subject to the following conditions:

1. All items must be removed on or before the final day of the exhibition.
2. A detailed pricelist should accompany the exhibit along with the artist's contact information.
3. Bushnell-Sage Library assumes no responsibility or liability, regardless of cause, for loss or damage to exhibitor property and supplies during installation, public display or removal of the exhibition.
4. All work must be able to hang from the library's adjustable art wall hanging system, and may only be placed on the art wall area. **Nothing** is to be attached directly to the wall using nails, push pins, tape, staples, sticky gum, etc.
5. A brief personal bio or explanation of the exhibit should be left with the Art Wall Manager for publicity purposes. The library will use its normal channels of for publicity, but artists are encouraged to pursue their own advertising.
6. The Library requests a 20% donation of all works sold, paid to the "Friends of Bushnell-Sage Library". The Library may not participate in the sale of works. Exhibitors are asked to provide a pricelist and contact information for potential customers. It will be up to the artist's discretion whether they want to set up cash & carry sales if the library provides a lock box.

By signing, I accept the above conditions.

Signature

Date