

# **Sunderland Public Library — Sunderland, MA**

## **Art Exhibit Policy**

### **Introduction:**

The Trustees of the Sunderland Public Library (SPL) invite applications for their bi-monthly (six annual) exhibitions in the Lane Family Reading Room Gallery. Individuals or groups may submit applications.

The exhibits aim to provide an opportunity for artists to show their work to the public in a variety of media and styles reflecting a diversity of cultural viewpoints. The library does not endorse the viewpoints or artistic expression of exhibitors, and will not disallow exhibits because of controversial content or because of the beliefs or affiliations of those whose work is represented.

Please note that at times the Trustees may approve other activities or programs that may have an art exhibit component.

### **The Space:**

The Lane Family Reading Room Gallery offers approximately 37 linear feet of wall space. Each artist should view the space prior to submitting an application.

### **Application Submission:**

Applications may be submitted by email or hard copy. Email submission must be sent to the Library Director at [director@sunderlandpubliclibrary.org](mailto:director@sunderlandpubliclibrary.org). Hard copies must be submitted to the Sunderland Public Library, 20 School Street, Sunderland, MA 01375.

### **Selection Process:**

The Trustees will appoint members to an Art Exhibit Committee. The Art Exhibit Committee will review submissions on a monthly basis. Criteria for review include artistic quality, a coherent theme and a contribution to a diverse program for the year. Local artists will be given a higher priority. Applications are available at the library and on the library website.

Once artists have been selected to exhibit their work, the Library Director will send them an award letter. The award letter will state the condition that 30 days before the start of the exhibit, the artist will be required to provide a list of all the pieces with title, sale price, and contact name for the duration of the show. The Library Director will answer any questions about policy, installation, care of the gallery, receptions and publicity. The Library Director will also contact the artist to arrange a time to display and remove the exhibit.

### **Exhibition Schedule:**

Artists will install and take down their own shows, which are scheduled on a two-month basis. Artists are responsible for installing their exhibit on the dates previously agreed upon. If the artists fail to take down

Adopted May 18, 2005

Amended February 22, 2017

Reviewed April 25, 2023

their pieces and remove them from the library by the deadline, the Sunderland Public Library reserves the right to remove and dispose of the pieces.

The Library will send out press releases to the local media. Artists must provide a brief statement for this purpose. The artists may host opening receptions at their own expense provided that they are free and open to the public: no alcohol is permitted. All receptions must be in compliance with the Community Room Policy. The artists are responsible for coordinating in advance the timing of any receptions with the Library Director.

#### Terms of Exhibiting:

The Sunderland Public Library is not responsible for the care and safety of the works displayed. The Sunderland Public Library and the Town of Sunderland accepts no liability for loss or damage of artwork either while being transported to and from the library, packed or unpacked, or exhibited in the library. The artist understands that his/her work will often be unsupervised, and that the building is open to all members of the community.

The artist agrees to forever release the Sunderland Public Library, Town of Sunderland and all their employees, officers, agents, board members, volunteers and any and all individuals and organizations assisting or participating in the art exhibition from any and all claims, actions, rights of action and causes of action, damages, costs, loss of service, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future directly or indirectly, from known and unknown property damage resulting from my participation in the Sunderland Public Library and the Town of Sunderland art exhibition.

The artist agrees to indemnify, reimburse, defend and hold harmless Sunderland Public Library and Town of Sunderland from any and all proceedings of any description that may have been asserted in the past or may be asserted in the future, directly Or indirectly, including damages, costs and attorney's fees arising from property damage or loss including but not limited to theft, vandalism, fire, water, wind and damage from visitors to the space or other adversity while the work is on exhibit at the library.

The artist understands that insurance to protect his/her work is not available through the library or the town while the work is in the care, custody and control of the library. Any insurance carried on this work shall be paid for and carried by the artist if the artist so chooses.

Because the gallery is not continually monitored, there is a risk in showing any art, but especially small pieces. Paintings, prints, drawings and photographs must be suitably framed and wired to fit on the gallery's hardware. No nails, tacks, pins or adhesives may be used directly on the walls. There is no charge for the exhibition space; however, the library welcomes all donations.

The artist affirms that I have read this Consent, Release from Liability and Indemnity Agreement, and that I understand the contents of this Agreement, including my responsibilities for the opening and closing of the exhibit. I understand that my participation with the exhibit is voluntary and that I am free to choose not to participate in the exhibit. By signing this Agreement, I affirm that I have agreed to participate in the SPL and TS

Adopted May 18, 2005

Amended February 22, 2017

Reviewed April 25, 2023

exhibit with full knowledge that the Sunderland Public Library and Town of Sunderland will not be liable to anyone for property damage.

Adopted May 18, 2005  
Amended February 22, 2017  
Reviewed April 25, 2023

Sunderland Public Library – Sunderland, MA

**Exhibition Application Form**

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

Name of Artist(s):

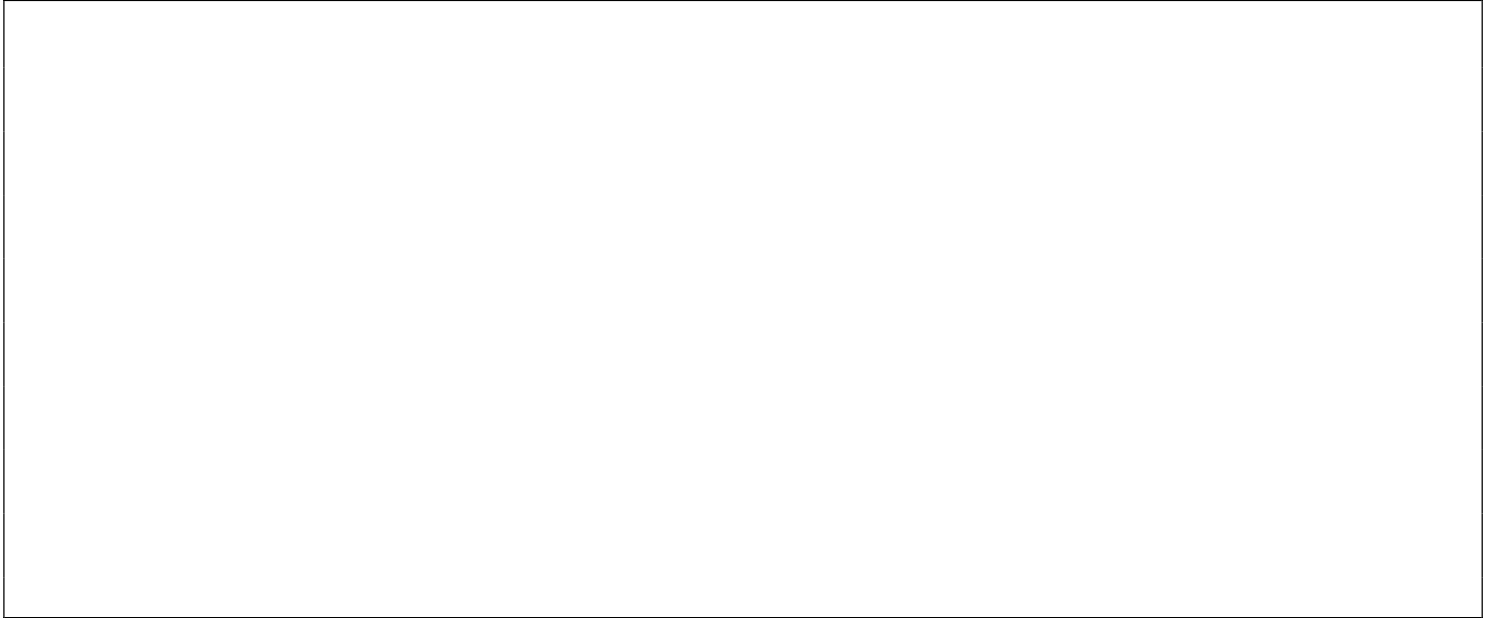
Day Phone:

Evening Phone:

Mailing Address:

Email:

Material or Technique Representative of Artworks:



**Include the following items in your application:**

- Color photographs or high quality color photocopies in clear sheet protectors are preferred. Items should be clearly labeled with your name, medium and approximate dimensions. Indicate 'top' of artwork with a small red arrow.

Single applicant: Provide 10 images.

Group Application: Provide 5 images for each group member.

- A brief description of the work to be shown/artistic intent.
- A brief biographical paragraph.
- One signed copy of "Terms of Exhibiting."
- A self-addressed, stamped envelope for return of your materials.

April 25, 2023

**DO NOT SEND ORIGINAL ARTWORK**

Sunderland Public Library – Sunderland, MA

**Exhibition Application Form**

(continued)

If you have a preference for month of exhibition, please note your first, second and third choice below. The committee will make every effort to honor your request.

- June/July \_\_\_\_\_
- August/September \_\_\_\_\_
- October/November \_\_\_\_\_
- December/January \_\_\_\_\_
- February/March \_\_\_\_\_
- April/May \_\_\_\_\_