

# San Luis Obispo County Library

## Visual Art Exhibits Policy and Exhibitor Agreement



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### Exhibit Guidelines

The San Luis Obispo County Library system's goal is to exhibit professional-quality artwork for the purpose of increasing public awareness of the visual arts and enhancing cultural and artistic awareness in the community. Exhibition of art does not constitute endorsement of artists' or organizations viewpoint. Works chosen for exhibits will present a wide variety of art that is considered appropriate for a public space used by all ages. Each participating library location has in place a Library Art Selection Committee to determine what exhibits are to be displayed. Per California Civil Government Code Section 1844, there is no charge for the use of the exhibit space and no fees will be charged to view library exhibits or displays. Some exhibits will feature specific artists who have been invited to show their work. Others will have a specific theme and are open to all artists to submit works for consideration.

### Artwork Submittal\*

Images of entries must be submitted via email or in person to the designated contact person for the displaying library location. Emailed images must be in JPEG files less than 2 MB in size, with the recommended longest pixel dimension between 1600 and 2000 pixels. Name digital files with the artist's last name, first initial, and number corresponding to the entry form, i.e. Smith\_A\_1.jpeg. Please include the title, media type, and dimensions of the proposed works for exhibition.

Artist must provide a current biography or artist statement including contact information with the email submission.

All artwork must be original in concept. Compositions taken from published material or other artist's photographs or work will not be considered original.

Artwork may be two- or three-dimensional in any media, e.g. ink, watercolor, oil, acrylic, multi-media, photography, collage, hand-pulled prints; sculpture or crafts.

Artwork must be adequately prepared to hang (no saw-tooth hangers) and signed by the artist.

Other than canvas, all work must be framed. Canvas artworks, if not framed, must be finished on all edges. Artwork with a perimeter larger than 100 inches, including frame, cannot be shown under glass. Plexiglas should be used for large pieces.

Frames and glass must be clean and undamaged. Artwork must be held securely within the frame. Artwork must also be free of stains, foxing and/or any damage.

San Luis Obispo County Library reserve the right to reject work that is not of reasonable size and weight, is not dry, is deemed unsuitable for the show, or does not meet the specified criteria. Limited space may also apply.

Artwork will be displayed based on size and layout of specific library and may vary by location.

\*Depending upon location and committee preference, some latitude in how/what is acceptable for submission is permissible. Please inquire at Branch for specific details.

### Selection Criteria

The Selection Committee will consider the below when determining which exhibits will be accepted for display.

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- expression of the themes
  - esthetic appeal
  - technical ability
  - originality
  - innovation
  - desire to display a variety of artistic styles
  - community, historical or regional interest
  - educational significance and/or the ability to highlight library resources.
  - If the art submitted does not match the jpeg image it *may* not be accepted.

### Accepted Artwork

Accepted artwork, accompanied by a signed entry form are to be delivered to the displaying library according to the scheduled date of the exhibit.

Artists whose work has been accepted should plan on attending the reception for the exhibit if applicable.

Artists agree to leave their artwork on display for the duration of the exhibit and/or agreement. (See numbers 5 & 6 in Exhibitor's Agreement for possible exception.)

While none of the art will be for sale at the Library, information on how to contact the artist may be provided to library patrons. The Library or the Friends of the Library do not receive a commission on the sale of any work displayed in the library. Donations to the Library are appreciated.

At the conclusion of the exhibit, artists must pick up their work by the date specified in the Exhibitor Agreement, generally within 72 hours of the closing day of the exhibit. Unless previous arrangements have been made, artwork remaining in storage longer than one month after the agreed upon pickup date shall become the property of San Luis Obispo County Library system and may be disposed of or used for fundraising purposes.

### Exhibitors Agreement—next page

**LIBRARY ART EXHIBITOR AGREEMENT**

Exhibitor Information	
Name:	
Address:	
Phone:	
Email:	
Themed Exhibit <i>(if applicable)</i> :	
Deliverables	Date
Deadline to submit artwork via email or in person	
Notification of acceptance or non-acceptance	
Delivery date of accepted artwork	
Show opening date	
Show closing date	
Artists' reception date	
Pick up artwork	

It is agreed as follows:

- That \_\_\_\_\_, hereinafter called "EXHIBITOR", will place at the \_\_\_\_\_ Branch Library located at \_\_\_\_\_, at his/her own risk and expense certain pieces (include title and medium) for display including, but not limited to:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*(Please attach additional sheet of paper if necessary.)*

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2. Said aforementioned pieces will be on display to the general public at the San Luis Obispo County Library, \_\_\_\_\_ Branch, during regular operating hours and displayed according to library layout.
3. Further, EXHIBITOR acknowledges that the San Luis Obispo Library is a “gratuitous depository” within the meaning of California Civil Code Section 1844.
4. A SHOW is defined as the agreed upon time period in which the EXHIBITOR’S work will be publically displayed.
5. A REQUEST FOR RECONSIDERATION is defined as a process whereby a member of the public can formally submit a request to pull an item that is considered objectionable.
6. Should a request for reconsideration of any piece on display be granted, EXHIBITOR understands that no guarantee is expressed or implied that his/her work will remain on display throughout the agreed upon SHOW.
7. In consideration of the license to enter and exhibit on the premises the above described pieces, EXHIBITOR hereby waives any right to pursue any cause of action arising out of loss or damages to said pieces, against the County of San Luis Obispo or the Friends of the Library.
8. EXHIBITOR will provide the exhibiting Library with a digital copy of Artist Statement/Biography and a selection of images that are representational of the above pieces for use on the Friends of the Library website and press releases. (jpg or waive permission for website coordinator to photograph hanging images to use for Internet.)
9. The San Luis Obispo County Library does not claim copyright of the submitted artwork. The artist retains all copyrights to their image, but agrees to allow the San Luis Obispo County Library the right to use any part or the entire image in promotion or advertising if needed.
10. EXHIBITOR agrees to abide by the San Luis Obispo County Library Art Guidelines.

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EXHIBITOR SIGNATURE

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DATE

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LIBRARY BRANCH MANAGER SIGNATURE

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DATE

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