

KENT FREE LIBRARY ART EXHIBIT APPLICATION

Kent Free Library welcomes and encourages local artists and art students to display their work at the library.

Please complete the front & back of this form and submit it along with 3 photos/images that are representative of your work.

NAME: _____ DATE: _____

ADDRESS: _____

CITY/STATE: _____ PHONE: _____

EMAIL: _____

MEDIUM: _____

BRIEF DESCRIPTION OF EXHIBIT FOR CONSIDERATION:

DIMENSIONS (average/typical size): _____

Please provide a brief artist's biography and an artist's statement (attach additional sheet if necessary):

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The following guidelines for exhibition shall apply:

1. **APPLICATION:** Anyone wishing to exhibit original, two-dimensional works of art will be given consideration and applications are accepted year round. The program committee maintains a list of artists who wish to exhibit at the library, reviews applications, and selects shows as needed to display a variety of art work and to balance the exhibit schedule. Artists will be limited to one exhibit in a 12 month period.
2. **SELECTION:** If selected for an exhibit, the artist will be contacted to make arrangements for the dates of the exhibit and for its installation. Dates shall be convenient to both the library and the artist. Exhibits may be scheduled up to 12 months in advance and can be 2-8 weeks in duration depending on the needs of the library.
3. **HANGING:** A Walker Art Display system is available and artists are encouraged to arrange and hang their own exhibits. Exhibitors are also required to remove their artwork on dates agreed upon by the library and the artist. Staff will be available to assist when necessary and possible, but installations should not interfere with the daily operation of the library or monopolize library staff time. All artwork must be matted or framed. Wired artwork will allow for proper hanging, but other methods are also acceptable. See library staff for more information.
4. **IDENTIFICATION:** Artists must provide an artist's statement and/or a list of titles included in the exhibit. Exhibits are not intended for retail sales. Therefore, no pricing information is permitted and selling is prohibited.
5. **SECURITY:** The library takes general precautions to avoid damage or theft. However, the library assumes no responsibility for the preservation, protection, or possible damage or theft of any item exhibited . Artwork is displayed at the owner's risk.

I have read and agree to the guidelines above. I grant the library permission to include my name and images of my artwork in publicity, including the library's website, Facebook page or newsletter.
I will not hold the library or the Kent Free Library Foundation responsible for the safety of my collection.

SIGNATURE: _____ DATE: _____

STAFF USE ONLY

Exhibit to be set up on _____ at _____ a.m. / p.m. TOTAL NUMBER OF ITEMS: _____

Exhibit to be removed on _____ at _____ a.m. / p.m. _____



Monday-Thursday 9-9 Friday 9-6 Saturday 9-5 Sunday 1-5
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330.673.4414
www.kentfreelibrary.org