

May 1, 2018

WELLS PUBLIC LIBRARY - ETHEL M. WEYMOUTH ART GALLERY EXHIBIT GUIDELINES

Artists submitting work for consideration must reside in Wells, or one of the surrounding communities. All work must be two or three dimensional "fine art". Exhibits are hung at the beginning of the month and typically run for one to two months--with an opening reception from 11:00 a.m. to 12:30 p.m. on the first Saturday of the month (the Library currently closes at 1:00 p.m. on Saturdays). The reception usually begins with an informal talk (or demonstration) by the artist about his/her work. A reception is not mandatory but, if the artist chooses to have one, they may provide light refreshments and the Friends will provide drinks and paper products.

Ten photo images (jpeg) of the art should be electronically submitted to the Art Gallery Committee for review and selection. If internet transmission is not possible, the artist may either bring their camera SD card to the Library to copy or drop off a thumb drive.

The Gallery consists of two walls; one measuring 13', the other, 22' and the exhibit should be artistically sufficient to fill this area. There is limited space for sculpture; however, an exhibiting artist must provide their own pedestal once it is approved by the committee.

Artwork must be framed or mounted. All two-dimensional art must be ready to be hung with either a cross wire or a saw tooth hook. Exceptions must be approved by the Art Committee at the time of scheduling. Each piece of art will have an identifying number next to it. There will be a sheet of paper on site listing, by number, the title, artist's name, media, price and contact information. Copies of this information will be available for viewers. The artist may make prices available for the public if he/she wishes; however, the Library will not be involved in any sales.

When dropping off their work, the artist must provide the Library with a typed list of each piece, along with its value (a requirement by the Town of Wells for insurance purposes). The artist is responsible for dropping off and picking up their art on the scheduled dates but will not be involved in the hanging. Once hung, the art may not be re-positioned or removed from the wall until the show is over. The artist will be responsible for dismantling the exhibit at a time and date agreed to in advance with the exhibit coordinator.

The artist must provide a computer-ready, brief biography along with a statement explaining the concept of their art at least three weeks before the opening. This will give the Library sufficient time to meet the deadline for newspaper advertising. The Library will choose one or more of the submitted "jpeg" photos of the artwork to prepare a poster and press release and for website information.

The artist must fill out and sign the Ethel M. Weymouth Art Gallery Application Form. This form includes a waiver of liability and a statement that they have read and will abide by these Art Gallery Exhibition Guidelines and by the attached Wells Public Library Art Gallery Exhibit Policy.