

## WELLS PUBLIC LIBRARY

### **ETHEL M. WEYMOUTH ART GALLERY EXHIBIT GUIDELINES**

Art must be “fine art” and 2 or 3-dimensional. Artist(s) must reside in Wells or surrounding communities. Art exhibits run for one month, usually with an opening on the first Saturday of the month, 11:00 a.m. to 12:30 p.m. (Library currently closes at 1:00 p.m.)

A representative sampling of the art to be displayed (photos or originals) must be electronically submitted to the Art Gallery Committee for review. The Gallery consists of two walls; one measuring 9-1/2' x 13', the other, 9-1/2' x 17' and the exhibit should be artistically sufficient to fill this area. There is limited space for sculpture. Artist must provide exhibit stands, hanging tools, etc., if needed. The upper glass of one window in the Gallery is permanently fixed stained glass and cannot be obscured.

All artwork must be framed and mounted and ready to be hung. An identifying card is to be placed besides the painting, describing title, artist's name, media and material used. The artist may make prices available to the general public if he or she wishes. However the library will not be involved in the sale of any item exhibited.

Artist must provide the Library with a typed list of each work, along with its value (a requirement by the Town of Wells for insurance purposes) at least four business days before installation. Artist is responsible for such installation and later dismantling of the exhibit at time and date agreed to in advance with the exhibit coordinator.

By the 15<sup>th</sup> of the month prior to the opening the artist must provide a computer-ready brief biography along with a statement explaining the concept of his/her art. The Library also requests one or more digital camera “jpeg” photos of the artwork in order to prepare a poster and press release and for web site information. These can be sent via e-mail or hand delivered to the Library on a flash-drive.

The art opening may begin with an informal discussion with the artist about his/her work, followed by a reception and light refreshments (for 20-25 persons) provided by the artist. The Friends of the Library will provide drinks and paper products. Exhibit artists may choose to not include a formal reception at the beginning of their month.

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.

Contact the Wells Public Library: Devin Burritt, Library Director  
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