

Chatham Area Public Library District ARTWORK EXHIBITION PROGRAM

Art Exhibition Proposal



CAPLD Art Exhibition Program

The Chatham Area Public Library District (CAPLD) seeks artists to display at Chatham Public Library. Located in Chatham, Illinois, the Library hosts 4-6 art exhibits each year. These art shows are determined by review of applications. Proposals are accepted for solo or collaborative group exhibitions on an ongoing basis, and artists have the opportunity to give a brief talk about their work at a reception.

Eligibility

The exhibition program is open to all artists, artisans, or artist-led teams.

Artists must be 16 years of age or older.

Exhibit Criteria

Artwork can be of any medium or combination of media, including 3-dimensional works. Artwork must be **original works** (meaning the work is created based on your own ideas), and appropriate for all viewing ages.

The number of pieces allowed in a show depends upon the sizes of the pieces. For example, a show of small paintings or photographs can have approximately 30 pieces.

The CAPLD Art Committee reserves the right to have final approval of placement and installation of works. Artwork physical requirements, for all media, include

- Size cannot exceed 6'x6'
- Weight cannot exceed 120 pounds
- Works cannot be suspended from the ceiling
- All work must be ready to install by the artist
- Works must be equipped with hanging devices specific and be compatible with the Library's hanging system
- Artists must provide all equipment for video installations
- The Artist's name must be securely affixed to each piece. The name does not need to be visible.
- The Library is not responsible for creating tags for labels for Artwork.

The CAPLD Art Committee reserves the right to refuse pieces for the show based on size, weight, security concerns, or other factors that makes safe exhibition difficult.

Selection Process

Proposals will be juried by the volunteer CAPLD Art Committee with assistance from Library Staff. The jury will look at digital files of the art piece submissions to determine which exhibits will be accepted, taking into account the limitations of our available space and schedule.

Exhibition Duration

Exhibitions are typically two months.

Exhibition Reception

The CAPLD Art Committee can host a reception the show if you wish. Receptions are typically scheduled on

- Fridays from 5:30-7:00 p.m., OR
- Saturdays from 1:00-3:00 p.m.

The Art Committee will work with you to find the date that works best for your group and the Library.

Insurance, Liability & Ownership

The CAPLD assumes no liability for any part of a temporary art exhibit including but not limited to loss, theft, damage at any time before, in transit, during installation, while on exhibition, during removal, or after an exhibition.

The CAPLD does not provide any insurance coverage for artwork on exhibit. It is not responsible for damage, theft, or loss. Artists must provide their own insurance coverage.

Copyright

Artists retains all copyright and other associated rights to their images and artworks. CAPLD reserves the right to photograph all exhibited works and submitted images and to reproduce images for website, educational, and/or publicity purposes.

Legal Agreement

The CAPLD reserves the right to alter any aspect of the selection process or overall project in any way for its own convenience at any time. This proposal does not constitute either an expressed or implied contract and these provisions are subject to change.

Shipping & Receiving

If accepted as a show, artists are responsible for delivering and installing their artwork during Library business hours.

Contact arts@chathamlib.org if you need to make alternate arrangements.

Any artwork not retrieved 90 days after the conclusion of the show will become the property of CAPLD. All art must be delivered to the Library to the Library Director or the specifically designated Library staff.

Sales Made during a Show

Artists must facilitate sales independently. The CAPLD cannot act as an agent for the sale of artworks lent for the exhibit and exchange of monies cannot take place on the behalf of the buyer or artist on the Library premises.

For each show, the Library will compile a list of artwork in the show with contact information and prices that will be available to patrons. Artist business cards are also welcome and will be displayed for patrons.

If the work is not for sale, list it as "Not for Sale."

How to Apply

A complete application package must include:

- Completed and signed *Exhibition Proposal* found at the end of this package
- An inventory list of all artwork proposed for the exhibition
- Images of all the proposed artwork

Artwork Image Requirements

- All images in JPEG format
- One image per JPEG
- Pixel dimensions per image: minimum 500x500
- Image resolution: 72-300 pixels per inch
- File names must include artist's First and Last name, or the name of the organization.

Submission

You may submit your images via email or postal mail.

- EMAIL: arts@chathamlib.org
 - Use "Artwork Exhibit Program" in the subject line
- POSTAL MAIL
 - Chatham Area Public Library Art Committee
600 E. Spruce St.
Chatham, IL 62629

Questions

Information about the CAPLD artwork program, including open calls and forms, are posted on the Library website. For other questions, email arts@chathamlib.org.

About the Chatham Area Public Library District

The Chatham Community Library was established in 1970 through a project of the Women's Club of Chatham. In 1982, the library was restructured, and from 1983 to 1986, it was overseen by a 17-member board. This board secured a grant, enabling the library to create a full-service facility that opened in a rental space on December 6, 1986.

Another restructuring occurred through referendum when Chatham residents approved the formation of the Library District. The Board then recognized the need for a new building and broke ground on the current facility on March 5, 1995.

In November 2006, voters approved a \$2.9 million bond issue to fund the expansion. By 2009, the library had grown to over 29,000 square feet.

Throughout its history, the library has consistently expanded its resources and services to meet the needs of the growing Chatham-Area community.

Exhibition Proposal

Artist or Group Representative Contact Information

Name of Group or Artist: _____

Contact Person: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

Exhibition Name or Theme (if applicable):

Artist Statement (optional):

Artwork Information

Number of Pieces Proposed for the Show: _____

Proposed Delivery Date: _____ Proposed Hanging Date/Time: _____

Exhibition Duration: Start: _____ End: _____

Proposed Reception: ☐ Friday, 5:30-7:00pm ☐ Saturday, 1:00-3:00pm Date: _____

Artwork Pickup Date/Time: _____

Acknowledgement

I have read, understand, and agree to the CAPLD terms for the Artwork Exhibition Program and this proposed exhibition.

Artist/Group Representative Signature: _____ Date: _____

CAPLD Signature: _____ Date: _____