**Exhibition Policy**

The Chilmark Free Public Library is pleased to offer individuals, groups, or organizations the opportunity to display their art exhibits. This policy is intended to encourage equitable access to local artists.

Goals of the exhibits in the library include:

* Supporting community cultural and artistic activities
* Encouraging individuals to contribute to the appreciation of the arts
* Broadening horizons by presenting a wide range of art, collections, or displays
* Nourishing intellectual, aesthetic, and creative growth
* Reaching non-traditional library patrons

**Criteria**

Exhibition space in the Program/Meeting room is available for interested members of the public wishing to hang art pieces.

All exhibits submitted for approval by the Art Advisory Committee, which is appointed by the director, will be considered via the criteria listed below:

* Artist’s original work
* Collaboration with a cross-disciplined program or performance
* Historical, local, or regional relevance
* Artist expression
* Appropriateness to special events, anniversaries, holidays, etc.
* Representation of a minority group, influential movement, genre, trend, or national culture
* Suitability for public display
* Ease of installation in Program Room

Exhibitions typically run for 3 weeks in the summer and 1 month during the rest of the year. The summer is defined as June, July, and August.

**Application and Approval**

Artists who have not shown at the library before are given preference. The Art Advisory Committee strives to present a variety of styles and mediums. Requests to show art work will be accepted starting October for the following year. Artists who have exhibited their work at the Chilmark Free Public Library must wait 3 calendar years before applying to have another exhibition. There is no guarantee that an artist, who waits 3 years between exhibition and application, will receive another show.

Responsibility for exhibit selection resides with the Art Advisory Committee. All potential exhibitors must complete the Art Show Application (Appendix A).

All pieces proposed for exhibit must be submitted for review by the Art Advisory Committee. Granting permission to display materials does not imply Library endorsement of content or points of view.

**Library and Artist Responsibilities**

Neither the Town of Chilmark nor the Chilmark Free Public Library will be responsible for any damage or loss that may occur during setup and removal, or during the time the exhibit is displayed. Costs incurred by the Chilmark Library for dismantling and/or storage of exhibits will be borne by the artist/exhibitor.

The Library does not accept responsibility for ensuring that all points of view are represented by art exhibits. The Library is not an art gallery and cannot offer traditional gallery services.

After an artist’s work has been accepted for exhibition and in order to hang their work, they must fill out and return a copy of the Artist’s Waiver (Appendix B).

Presentation

Artwork will be hung by the artists using a cable and hook system provided by the library. Absolutely no tape, gum, or adhesive may be used on the walls to attach art work, prices, or labels. No nails may be driven into the wall and no wall gum may be used to hang art work. Any hardware on the back of art work should be taped to avoid marking the wall. Library staff will not assist with hanging or dismantling artwork. The Chilmark Library does not have adequate equipment to exhibit sculpture. Artwork should be attractively and protectively displayed.

Each piece should be clearly labeled/identified. All work must be labeled with the artist’s name, title, medium, and phone number. A price may be added if desired. The artist will provide an identification list with price and contact information. Library personnel are not involved in the sale transaction between artist and buyer. In the event of a sale, the artist must keep the sold work in place until the end of the show if possible, or replace the sold work with a different work.

The library will not publish advertisements in the newspapers on behalf of artists; artists are welcome to publish advertisements themselves. The library will announce the show in the monthly newsletter and via social media.

Reception

When possible and appropriate, receptions will be held to allow the community to meet the artist/exhibitors. Arrangements must be made in advance with the Art Advisory Committee for a reception. Alcoholic beverages are not permitted at receptions; food consisting of light snacks is permitted except during special circumstances. The artist is responsible for cleanup after the reception. The reception must end 30 minutes before the library closes.

**Appendix A: Chilmark Library Art Show Application**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Island address

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Off-island address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I reside on Martha’s Vineyard at least 6 months out of the year (check one):

Yes [ ] No [ ]

I am available to have my exhibit (check at least one):

Winter [ ] Spring [ ] Summer [ ] Autumn [ ]

**Summer (June, July, August) exhibit openings are limited and in tremendous demand. Artists will have a greater chance of exhibiting if they are available in the spring, winter, or autumn. If an artist has had a recent show at the Chilmark Library, they must wait at least three years before applying again.**

I have read and understood the terms and conditions of the Chilmark Library’s art show policy. [ ]

Please send this completed form to [chil\_mail@clamsnet.org](mailto:chil_mail@clamsnet.org) with the subject heading “art show application”. Include at least 5 samples of your work from photos, a personal website, Instagram, etc.

Date of application submission

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix B: Exhibition Rules and Artist’s Waiver**

I (the “Artist”) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, on \_\_\_\_\_\_\_\_\_\_, agree to the following:

I acknowledge that my property, including, without limitation, any art or other items on display (collectively to be known as the “Property”) may be damaged, lost, or stolen during the exhibition or during the unpacking, packing, or transportation. I acknowledge and understand the risk involved by allowing such property to be display by “The Library” (the Chilmark Free Public Library located at 522 South Road, Chilmark MA 02535). I understand The Library does not insure property and, if I so choose, I must acquire my own insurance. If I choose to acquire my own insurance, I agree to submit a copy to the library.

I understand that I am responsible for the hanging or displaying of any Property and must get prior approval for any signage from The Library. The term of the Exhibition begins with the Artworks are delivered to The Library and shall run through the agreed upon Exhibition end date, plus a period of no longer than seven business days for the Property to be reclaimed by the Artist. The Library has the absolute right, in its sole discretion, to remove or relocate any Property. The Library acknowledges, however, that it must inform the Artist of any such change within 48 hours. I agree that I will have a period of no longer than seven business days to remove any and all Property from the Library if either the Library or the Artist chooses to terminate the exhibition before the specified exhibition end date.

By signing this waiver, I hereby agree to indemnify and hold The Library, its Board of Trustees, employees, and designated representatives, harmless from any kind of intellectual property infringement, including but not limited to patent, copyright, or trademark infringement.

By signing this waiver, I also agree to waive any personal or property damage claim, now or in the future, that I may suffer as a result of the Exhibition, and I agree to indemnify and hold The Library, its Board of Trustees, employees, and designated representatives, harmless from any personal injury or property damage claim, now or in the future, that I may suffer or cause at the Exhibition.

I hereby represent and warrant that I have read this Artist Waiver in its entirety and fully understand its contents. I have signed the waiver voluntarily and of my own free will. By signing this waiver, I release and hold harmless The Library, its Board of Trustees, employees, and representatives from and against any and all claims of injury or damages relating to the above provisions.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_