

1835 Sterling Town Hall



Art Exhibit Operating Policy

Revised May 2016

One of the missions for the Sterling Town Hall Community Center is to provide a setting for exhibition and education to promote interaction in a public space, foster an increased public awareness and appreciation of visual arts, increase civic participation, engage youth in the community, broaden participation in the civic agenda and promote the power and preservation of place.

Within the arts, there is a vital yet lesser-known field of practice that strives to develop cultural understanding and civic engagement. Community-based arts practitioners bring members of a community together to solve problems, build relationships, and get involved in ways that rebuild social capital.

As such, the Sterling 1835 Town Hall will work to foster the exhibition of art for the benefit of the Community. This exhibition venue is open to the public, young and old, by reservation only. Displays may be open to the public or may be restricted to private viewing only in accordance to the following policies and at the sole discretion of the 1835 Town Hall Committee.

Viewing

There are two venues available for exhibition at the Sterling 1835 Town Hall. Exhibits cannot be connected to the walls of the Sterling Town Hall in any way. All Artwork must be attached to portable displays which will be stowed out of public view when not in show. See installation. The exhibition can be viewed only when the artist or representatives of the artist are present. Town employees and Sterling Town Hall Committee members may, but are not required to, supervise or monitor any exhibition. Artists may arrange to have a reception during their exhibit.

Exhibits in the Arthur P. Rugg Hall: (First floor) The Arthur P. Rugg Hall is open to the Public and considered a Public venue. All artwork will be displayed for public viewing. No work that contains realistic depictions of nude body parts, violent images, political content or content unsuitable for children will be displayed in this public venue. The Town of Sterling and the 1835 Town Hall Committee reserves the right to not accept all works.

Exhibits in the Great Hall: (Second floor) The Great Hall is considered a private venue and lacks ADA compliant access. Exhibitions are open to invited guests.

In providing or denying space for exhibit, the Town of Sterling, the 1835 Town Hall Committee and any members do not endorse or support the artist's point of view.

Selection for Exhibition

Selection Process:

- The artist will submit five (5) digital images of the works and types of work they would choose to exhibit along with the completed application form.
- The applications and digital images will be received by the 1835 Town Hall Committee and forwarded to the Selection Committee. Submissions should be emailed to info@sterling1835townhall.org. Sufficient time, at least 90 days, must be provided for the selection, decision and notification by the Committee.
- The Selection Committee will review all work submitted and present its recommendations to the 1835 Town Hall Committee who will notify the submitting artist of the final decision.
- Selected artists must sign a contract agreement with the Town of Sterling.
- All exhibited paintings and photographs are required to be framed and hung in accordance to the installation policies herein.

Liability

Insurance on exhibited works will be the responsibility of the artist. The artist will sign an agreement holding the Town harmless for liability due to damage, destruction or theft.

The exhibitor including, but not limited to its employees, agents and/or volunteers will be responsible for its operations and every part thereof, and for all materials, tools, equipment, appliances, and property of any and all descriptions used in connection therewith whether owned or leased by the exhibitor or owned or leased by the 1835 Town Hall Community Center and the Town of Sterling. The exhibitor assumes all risks of direct and indirect damages or injury to person or property wherever located, resulting from any action, omission, commission or operation under the contract, or in connection in any way whatsoever with the contracted work.

Artworks should be examined for unsafe conditions or factors that may bear on public liability.

Exhibit Installation

Artwork may not be hung on the walls of the 1835 Town Hall. They must be hung from or displayed on portable walls or carts. All artwork must be assembled before show and removed to a secure room after show regardless of the number of exhibition days.

Each artist is responsible for the installation of artwork. The Artist must schedule a time for installation that is mutually convenient. Portable mounting walls may be provided by the 1835 Town Hall or provided by the artist so that the exhibit may be removed from view and placed in a secure room when not "in show". No art may be attached to the walls of the Town Hall.

The artist will provide any special materials, tools, and equipment necessary for displaying their artwork. The artist agrees not to damage or alter any surface or equipment in the Sterling Town Hall. The artist agrees to return the Sterling Town Hall to its original condition after the conclusion of the Exhibit.

Artist's Responsibility

Each artist will exhibit his/her own original artwork. The artist may sell the artwork and may provide a framed biographical sheet that will include background facts about the artist and their work as well as their philosophy of art. Each artist will pick up all works no later than one day after the conclusion of the exhibit. A \$50 fee will be imposed for each work picked-up after the deadline.

Fees

There will be a one-time non-refundable fee payable to the Town of Sterling charged for all exhibitions of \$50 regardless of size or duration.