

Placitas Library Exhibit Policy/Procedure

The Placitas Community Library is committed to providing all forms of information and learning aids to their patrons. Art exhibits enrich learning opportunities beyond the traditional library collection and provide a wide variety of intellectual stimulation appropriate for all ages.

POLICIES and PROCEDURES

- An artist or a group of artists wishing to display their work must submit an application to the Library Art Committee.
- Policies and Procedures and the Application shall be posted on the Library website and copies are available at the Library.
- All exhibits will be located in the Collin Meeting Room at the library.
- Priority shall be given to local artists and library programming.
- All work must be original, of professional quality and appropriate for all ages.
- Applications may be submitted year round.
- The Library Art Committee shall be responsible for selecting and scheduling the exhibits.
- Upon acceptance the artist(s) shall be assigned to a member of the Art Committee who will serve as a liaison.
- A \$15 fee shall be paid to the Placitas Community Library upon acceptance of exhibit.
- Exhibits will be scheduled on a monthly basis. Generally, shows will be installed by the artist (s) on the first Monday following the last Friday of the month.
- The library will provide information about monthly exhibits on their website www.placitaslibrary.com and in their monthly article in the local newspaper.
- An Artist Reception date will be set in coordination with the Art Committee liaison. The artist will be responsible for setting up, providing refreshments, cleaning up and removing all trash after the event and will comply with the Library's Collin Meeting Room rules.
- The library does not function as a sales agent. Exhibitors should include business cards, prices and contact information as part of their exhibit.
- No insurance or security is provided and the library can assume no responsibility for lost, stolen or damaged artwork.
- Hours for viewing an exhibit will be within the hours that the library is open and the Collin Room is not being used for a scheduled meeting.
- The artist will donate 20% of their sales to the Placitas Community Library.