

## **RACINE PUBLIC LIBRARY**

### **Local Artist Display Policy**

#### **Rules and Regulations**

Interested participants must fill out an “Artwork Display Application Form” which includes images of the art the artist wishes to submit. Applications will be available at the library and online. Applications will have a three-week submission window. Submissions will be accepted from anyone within the Racine area. A theme will be chosen at the discretion of the library team. Artists will be asked to submit art work that best fits the theme. The library team will choose which artwork best fits the theme. More than one artist, and piece of art work may be selected. The artist/s selected will be contacted by the marketing assistant. A small biography will be placed in accompaniment of the artwork, highlighting style and accomplishments. Artists will sign an “Exhibit Release Form” which releases the library from any responsibility for display items. The library assumes no responsibility for loss, damage, or destruction of items while in transit, while on display, or during the set-up or take down of the exhibit. All items brought to and placed in the library are done so at the owner’s risk.

#### **Considered Criteria:**

Artist’s original work

How well it fits the chosen theme and mission of the library

Subject, style and technique suitable for intended audience

Artistic expression

Historical or regional relevance

Appropriateness to special events, anniversaries, holidays, etc.

Relation to other events or exhibits in the community

Representation of an influential movement, genre, trend, or national culture

Attention of viewers and public

Ease of installation

#### **Guidelines:**

All artists shall present their exhibits in a tasteful, artistic, and professional-looking manner.

Granting of permission to display materials does not imply library endorsement of content; nor will the library accept responsibility for the accuracy or inaccuracy of statements made in such materials.

All displays must meet existing State and Federal laws on obscenity, libel, defamation of character, and invasion of privacy. Displays may not promote or represent any activity or purpose that is in violation of local, state, or federal ordinances or laws, including copyright and public performance laws.

Displays may not oppose or support either a candidate for elective office or an issue appearing on the ballot.

Displays may not be used for either promotion or opposition of specific religious or philosophical/motivational groups.

No exhibitor may solicit members or contributions in their exhibits.

Prospective exhibitors should keep in mind that the display space is located in a very open and prominent part of the library; as such, it will be viewable by patrons of all ages. Accordingly, the library discourages proposed exhibitions that include significant elements of sexually explicit imagery, nudity, or graphic depictions of violence.

The name of the artist/group responsible for the display may be included in clear view as part of the display.

**Sales:**

The library is not in any way involved in the sale of items on display. Prices for items may not be displayed on the artwork at the library nor included on any information handout provided to/by the library. The artist(s) may provide his/her/their name(s) and contact information, either as a part of the exhibit or as a separate handout, and handle patron requests for information on prices and sales directly. However, any sales of exhibited materials must take place after the exhibit has ended. No works of art may be removed during the exhibit period.

Racine Public Library

Exhibit Release Form

I have read, understood, and will follow the Racine Public Library's Artwork Display Policy. I will use only the display space I am allotted and for the length of time I am allotted. I will follow the library's guidelines regarding permissible material for display purposes, as well as all Local, State, and Federal laws on obscenity, libel defamation of character, invasion of privacy, copyright, and public performance laws. I understand that the library is not a sales agent, nor will the library assist in any arrangements for the selling of artwork. I also recognize and agree that the library may advertise the display in any way it sees fit, and that all records of the display are the property of the Library and may be used at any time in the future, in whatsoever way the library sees fit.

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 of, or during the unpacking, setting-up, taking-down, packing, or transportation of, and I acknowledge and understand the risk involved by allowing such property to be displayed at the Racine Public Library.

By signing this waiver, I hereby agree to indemnify and hold the Racine Public Library and all related entities harmless from any type 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 injury 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 Racine Public Library and all related entities 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 Exhibit Release Form 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 Racine Public Library and all related entities from and against any and all claims of injury or damages relating to the above provisions.

A parent or guardian must submit this application for artists under age 18, and by doing so, they are giving their permission to have the artist's name and artwork used in the exhibit and in the Library's advertising of the exhibit.

Artist's Name: \_\_\_\_\_ Parent's/Guardian's Name: \_\_\_\_\_

Artist's Signature: \_\_\_\_\_ Parent's/Guardian's Signature: \_\_\_\_\_

(For applicants under 18 years of age)

Artwork Display Application Form

The Racine Public Library welcomes local artists and photographers to exhibit their work in the library!

A copy of the Artwork Display Policy can be obtained at the library's front desk or on the library's website. Completed applications may be delivered in person, by mail, or by email. Applications must be accompanied by photographs, or a CD, USB Flash Drive, or file attachments (if sent by email) with JPEG images containing photographs of the artwork to be exhibited/displayed. Any materials received by the library will not be returned to sender without prior arrangement by the applicant with the marketing assistant.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Best way to contact: \_\_\_\_\_

Briefly describe the exhibit/display, the number of works to be exhibited/displayed, and the approximate dimensions of the works:

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I understand this application does not constitute a contract. If my work is chosen, I will be contacted by the Racine Public Library to arrange formal dates of showing. I understand that in offering my works of art to be exhibited/displayed in the Library, that I release the Racine Public Library and all related entities from any liability for injury or damages, destruction, loss, or theft of item(s) that may occur during the exhibit/display period, during the installation or removal of the exhibit/display, or in the transportation of the exhibit/display.

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

Parent's/Guardian's Name: \_\_\_\_\_ Parent's/Guardian's Signature: \_\_\_\_\_