



Home Grown Submission Form

Home Grown is an exhibit that showcases the talent of local artists. If you would like to participate in this show, all you have to do is follow the guidelines and deliver your work by 5pm on January 18, 2018. The Cornelius Arts Center looks forward to celebrating creativity with you!

Art Submission Guidelines:

- Each artist may submit ONE piece of art labeled with their name and title, and pages 2 and 3 of this packet.
- 2-D work MAY NOT EXCEED 24"x36"
- 3-D work MAY NOT EXCEED 20"x24"
- All art MUST COME "GALLERY READY"- meaning wired on the back, able to hang professionally/level given the framing or hardware included on back or able to sit neatly on a pedestal.
- All work must be submitted with a completed submission form/contract
- All work is due by 5pm on January 18 – NO EXCEPTIONS
- The value of artwork may NOT exceed the value of \$3000 to be considered for this exhibition due to the high volume of work we receive.

NOTE Failure to follow submission guidelines will mean that your work will not be included in the show. If you are unsure of how to prep your work to be "gallery ready," please give us a call and we can explain.

Important Dates:

- Art drop off - January 8 - 18 during business hours
- Exhibition - February 2 - March 30
- Opening Reception - February 2 from 6:30-8:30pm - We hope you can attend!
- Art pick up – April 2 - 14 during business hours

Questions? Please call 704-896-8823

Home Grown Submission Form

(Complete and attach pages 2 & 3 to your artwork)

Artist Information

Artist Name:

Email:

Phone:

Address:

Home Grown Art Submission Information

Title of Artwork:

Medium:

Dimensions:

Price or "NFS" (Note: gallery retains 30%):

Insurance Value:

Terms and Conditions

- I.* If the Artist/Lender/(s) installs his/her/their own exhibition, every effort must be made to ensure that the physical space during that exhibition or installation is not damaged. This includes the walls, floors, ceiling, lighting or other fixtures belonging to the Town. The artist(s) will be liable for any damage done to the physical space during such an exhibit/ installation and will be charged for the damages incurred. The Arts Center Program Manager will hang Home Grown unless a piece requires the artist to be involved in installation.
- II.* The decision to accept an exhibition or exhibit of any particular works(s) will be in the sole discretion of the Town. Exhibition space is only provided as a service to promote community art and artists at such times and places as deemed appropriate by the Town.
- III.* The Arts Center Program Manager, or designee, will oversee and coordinate the installation and dismantling of each exhibit unless a separate installation agreement is entered into between the Town and the artist. If special installation or packing of the art is needed, the artist will be expected to provide both at his/her/their cost.

- IV. Loans/works will remain in possession of the Town of Cornelius for the time specified for the exhibit dates. No work may be altered or removed until exhibition closes, except with the consent of the Arts Center Program Manager.
- V. Unless the Artist/Lender expressly chooses to provide his own insurance acceptable to the Town, the Town of Cornelius will insure the exhibit works during the time they are on the Town's premises for the agreed exhibits. Responsibility for establishing the value of the work rests with the Lender. The Town will assume responsibility for damage and/or loss only to the extent of the Town's coverage under its policy of insurance. The Lender expressly holds the Town harmless and releases the Town for any damage of loss which is not covered by such insurance.
- VI. Town officials, agents, employees and contractors shall not be liable for performance of or claims arising from any term or provision of this agreement.
- VII. Works will be returned only to the artist or lender in person, or to the address stated, unless otherwise directed in writing by artist or lender. If legal ownership of the work should change during the period of this loan, the new owner will be required to establish his(her) legal right to receive the work by proof satisfactory to the Town.
- VIII. The Town of Cornelius may photograph or otherwise record objects covered by loan and use them for record, catalogue, publicity, or educational purposes.
- IX. Arrangements must be made by the artist/lender for return of the work within two weeks after the exhibition closes. The Town will not be liable for these artworks and does not guarantee adequate storage after 14 days. If after 6 months, the work has not been reclaimed, the work shall be deemed an unrestricted gift to the Town.
- X. The CAC gallery will retain 30% of all gallery sales. If you prefer to not sell your work, please price it as NFS.

Any modifications to the terms of this agreement must be mutually agreed in writing and attached as an addendum.

TOWN OF CORNELIUS

LENDER(S)/ ARTIST(S)

Mindi Ellison, Arts Center Program Manager
 Print Name

 Print Name

 Signature Date

 Signature Date

(Complete and attach pages 2 & 3 to your artwork)

Thank you for supporting the Cornelius Arts Center by participating in our exhibit!