



**Merriam Parks and Recreation
Department
Art Gallery**



Call for Artist Application for 2011

Applicants Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Evening: _____ Birth date: _____

E-mail address: _____

I would like to show with the following artist/s (if possible): _____

All works for sale will be displayed on the Parks and Recreation Art Gallery web site.

Check	Media to be exhibited:
<input type="checkbox"/>	Photography
<input type="checkbox"/>	Watercolor
<input type="checkbox"/>	Pastel
<input type="checkbox"/>	Oil or Acrylic
<input type="checkbox"/>	Ceramics (table skirts & pedestals are not provided)
<input type="checkbox"/>	Sculpture (table skirts & pedestals are not provided)
<input type="checkbox"/>	Fiber arts
<input type="checkbox"/>	Glass (table skirts & pedestals are not provided)
<input type="checkbox"/>	Other (please list)

Requested digital to be on postcard invitation:

1st choice _____ 2nd choice _____

I agree to hold harmless and release the City of Merriam, its agents and employees from any liability regarding loss of or damage to original artwork which has been placed at the Irene B. French Community Center for exhibition purposes. I agree to the City of Merriam receiving a 30% commission on sale(s) of any or all of my exhibited artwork. I authorize the City of Merriam, at its discretion, to utilize black and white or color photographs of my art work for publicity purposes, not for reproduction. In understand that my work may be combined with the work of other artists for exhibition purposes.

I agree to the conditions listed on the attached Exhibition Operating Policy.

Signature: _____

(Submit this sheet and keep the remainder of the application for your files)

Procedures:

All applicants must submit individually. If applicants desire to show with another applicant, they can request, but we do not guarantee that applicants will be placed together.

The following **must be received by Sunday, July 11th, 2010.**

* Completed application form.

* Minimum of 5/Maximum of 5 quality **digital pictures** in jpg or format (minimum of 300 dpi or no bigger than 8.5" x 11") that are representative of work you intend to exhibit. ***Slides are NOT accepted.***

Submit disk of digitals on one disc and application to:

2011 Call for Artists

or email your application with attached digitals to art@merriam.org

Merriam Parks & Recreation Dept.

5701 Merriam Drive

Merriam, KS. 66203

Irene B. French Community Gallery of Art Exhibit Operating Policy

Mission Statement: The purpose of the Irene B. French Community Center art gallery is to increase public awareness and appreciation of the visual arts by providing a setting for exhibition and education.

Security: Community Center will provide a security camera in gallery, which will be monitored at the lobby reception desk. It is suggested that the artist display originals in the art gallery, framed prints may be hung in the first floor lobby as an addition to the exhibit. Insurance on exhibited work will be the responsibility of the artist. Exhibiting artist will sign an agreement holding the city harmless.

Selection: The selection of artists for exhibitions will be done by committee, comprising at least one representative from staff and at least 3 anonymous professional artists. At the discretion of the committee, exhibitions may include the work of more than one artist per show. The recommendation of specialists may be solicited to supplement the expertise of the committee.

Selection process:

* Artist submits FIVE (5) digital pictures (jpg format) (minimum of 300 dpi or no bigger than 4.25" x 5.5" which is representative of work they would choose to exhibit and completed application form. (Can all be on one cd)

* Applications and digitals will be received by Parks and Recreation Department staff and forwarded to selection committee.

* Committee will review work and send acceptance or rejection letter. The decision of the committee is final.

* Selected artists must not have exhibited in a one-artist show in any one medium within the past 2 years at Irene B. French Community Center.

* Selected work must not have been previously exhibited at the Irene B. French Community Center Art Gallery.

- All exhibited paintings and photographs must be matted and framed unless wrap around canvas technique is utilized.

- Please name Digital's starting with your initials. Sample: Tim Murphy, self portrait tmsselfportrait.jpg

Artists who wish to be considered for 2011 exhibitions must submit digitals by Sunday, July 11th, 2010. Notification will be sent to artist by Friday, August 27th, 2010.

Selection criteria will be based upon artistic merit. Artist should keep in mind that the community center is a public facility available to all ages; all exhibited work must be in good taste.

Insurance will be the responsibility of the artist; the city will not accept responsibility for loss or damage.

Sales Policy: Artist will be allowed to offer works for sale and will provide staff with price list for each exhibited piece. Art work that is sold during the show must remain until the conclusion of the show. Non-framed prints that are for sale should be shrink wrapped. The city will retain 30% sales commission for each piece sold and will be responsible for paying Kansas State Sales Tax. Purchaser will make check payable to the city, city will issue check to the artist less 30% commission. Checks will be mailed within 2 weeks following the conclusion of the show.

If you are an artist represented by a gallery, which has an exclusive sales contract with you, the city will honor the contract, provided that written proof of the contract is provided.

Exhibit opening: The city will provide each exhibitor with Thursday night opening reception, dignitaries and the arts community will receive invitations. Artist will be invited to be present and will receive colored invitation postcards and a pdf flier with one picture of your works displayed to mail/email to friends. In addition, all works for sale will be included on the City of Merriam web site for the public to view. *(Postcards for 2011 may be changed to a pdf file for emailing if budget adjustments need to be made in the future)*

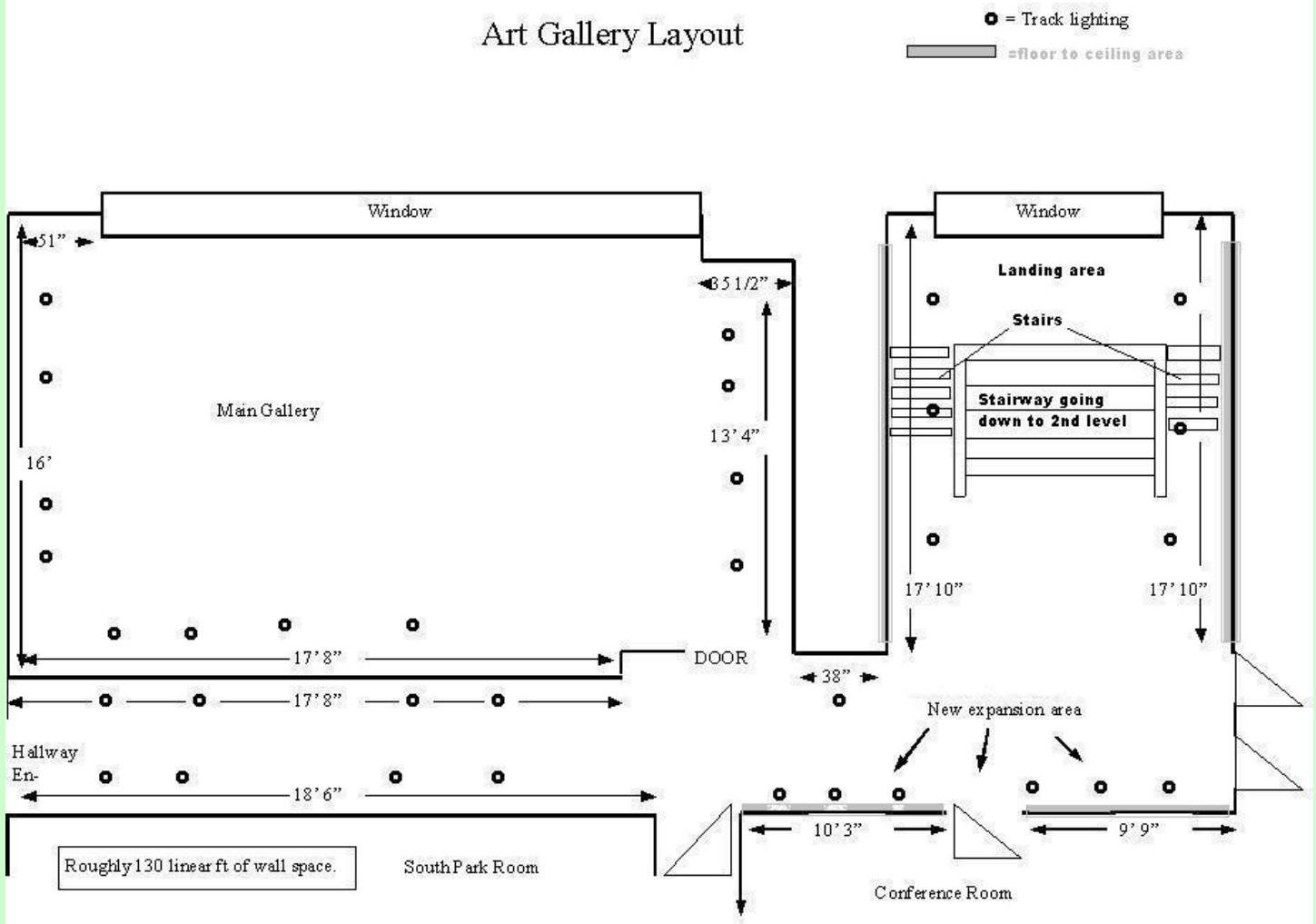
Artist's responsibility: It will be the responsibility of the artist to deliver or ship accepted work in accordance with no later than 2 days prior to the exhibit schedule. Artist will provide a complete listing of titles and sales price of exhibited work no later than 7 days in advance of show. Artist shall accept the responsibility for providing insurance on artwork and shall hold the city harmless. Artist will agree to leave work on exhibit until the conclusion of the show, and remove work within one week of the conclusion of the show. A \$10 fee will be imposed for late pick -up. ***All purchased exhibited work shall remain through the duration of the show. ***Price of original works purchased in 2009 was between \$120-\$750******

Tentative show Dates for 2011 Art gallery Exhibits:

January	Thursday, January 13, 2011	Saturday, February 19, 2011	Open
March	Saturday, March 05, 2011	Saturday, April 02, 2011	National Heartland Exhibit
April	Thursday, April 07, 2011	Saturday, May 07, 2011	Open
May	Thursday, May 12, 2011	Saturday, June 11, 2011	Open
June	Thursday, June 16, 2011	Saturday, July 16, 2011	Open
July	Thursday, July 21, 2011	Saturday, August 20, 2011	Open
August	Thursday, August 25, 2011	Saturday, September 24, 2011	Open
September	Thursday, September 29, 2011	Saturday, October 29, 2011	Open
November	Thursday, November 03, 2011	Saturday, December 03, 2011	Open
December	Thursday, December 08, 2011	Saturday, January 07, 2012	Metro High School Visual Art Exhibit

*All beginning dates are on Thursdays with an opening reception scheduled from 7:00pm-8:30pm., with the exception of the Heartland Artist Exhibition, which is always scheduled for the 1st Saturday in March each year.

Art Gallery Layout



The Art Gallery has a total of 42 lights in the areas shown above. If artists bring more than 42 works, they will share lights. We can accommodate about 60-65 average size works in the current area.