

COMMUNITY ART SHOW

April 2 - 27, 2012 Lobby Gallery

Dates for Submitting Artwork: March 26 - March 30, from 9 a.m. - 5 p.m.

Reception: Sun., April 15 from 2 - 4 p.m.

You are invited to participate in the Annual Community Art Show at the Newburgh Free Library. The show will be on display in the Library Lobby Gallery from April 2 - 27. This non-juried show is open to all adult artists in the area. There is no entry fee. Entries will be accepted in six categories: Oil & Acrylic, Pastel, Watercolor, Photography, Graphic & Mixed Media, and Sculpture. Ribbons will be awarded in each category. *Thanks to the Friends of the Newburgh Free Library for their support.*

- Due to limited display space, each participating artist is invited to submit one piece of art.
- **You may bring your entry to the Library from March 26 - March 30 from 9 a.m. to 5 p.m. NO ARTWORK WILL BE ACCEPTED ON SATURDAY, MARCH 31.**
- All work, except sculpture, must be properly framed and ready to hang.
- Please completely fill out the entry form; keep the Claim Slip portion and attach the other parts to your work. PLEASE PRINT CLEARLY so we can properly include your information on the artists' list.
- All entrants must also sign the Waiver: the Library is not responsible for any damage or loss to work displayed. If the number of entries exceeds exhibition space, work will be displayed on the basis of the date received.
- Each exhibitor is responsible for reviewing the Newburgh Free Library's Exhibit Spaces and Bulletin Boards Policy which is on the reverse side of this sheet.

A reception will be held on Sunday, April 11 from 2 p.m. to 4 p.m. in the Library Lobby Gallery. Refreshments will be served, courtesy of the Friends of the Newburgh Free Library, and we hope to see many of the artists in attendance. The reception is free and open to the public.

Your work **must** be picked up from **April 30 - May 4 from 9 - 5** with the claim slip provided. *The Library is not responsible for artwork left past May 18.*

Additional entry forms are available at the main level Information Desk. For more information, call 563-3619 or 563-3614.

NEWBURGH FREE LIBRARY DISPLAY POLICY

The Newburgh Free Library shall maintain its display cases and bulletin boards in order to:

1. Promote the holdings and resources of the library
2. Promote library programs and special events
3. Promote education art and culture that are of service to the community.
4. Serve as a source of community information
5. Support the Library's mission.

Guidelines:

1. Parties interested in scheduling a display or exhibit must contact the library's display coordinator: 563-3619 or 563-3614 during regular Library hours. Final approval of displays and bulletin boards will be made by the Library Director. The Newburgh Free Library reserves the right to deny certain displays.
2. Each exhibit shall be on display for one month unless other arrangements are made.
3. Each exhibitor shall fill out a display/exhibit registration form and waiver. A list of items in the exhibit must be attached. Note should be made of any special details such as a reception and need for equipment such as a table. The exhibit/display booking will be finalized only after the registration & waiver form is signed by the Library Director. A copy will be given to the exhibitor.
4. The exhibitor shall be responsible for setting up and dismantling the displays. Any costs for framing, transportation, etc. will be incurred by the exhibitor. The exhibitor should present a copy of the registration form before dismantling the exhibit and removing any items. Please do not use any kind of tape, nails or thumb tacks as they will damage the lobby walls. Artwork may only be hung on the strips and display racks.
5. All exhibits must be framed and ready for hanging. Special care must be made to insure that the frames and hanging wire are securely fastened. While the staff makes every effort to monitor the exhibit, the exhibitor is responsible for items that fall and need to be re-hung.
6. Displays/exhibits must be hung during Library hours. Fall/Winter/Spring Hours: Mon. —Thurs 9 a.m. to 9 p.m.; Fri. and Sat., 9 a.m. to 5 p.m. and Sunday 1 p.m. to 5 p.m. Summer Hours: Mon. and Thurs., 9 a.m., to 9 p.m.; Tues. Wed., and Fri., 9 a.m. to 5 p.m.; Sat., 10 a.m., to 3 p.m. and Sunday Closed.
7. Displays shall be identified with a small card. No commercial enterprises are to be promoted. Only items from non-profit agencies may be posted on the bulletin board. All postings must be approved by Administration.
8. Please remember that the Newburgh Free Library/Board of Education Complex is a shared facility. This means that while your exhibit is on display in the lobby, that space may also be used for meetings or programs. Displays/posters may also be hung by other groups including the Library.
9. Exhibitors display their works at their own risk and shall not hold the Newburgh Free Library or the Newburgh Enlarged City School District liable for any damages or losses.
10. The Newburgh Free Library reserves the right to review all displays/exhibits. The Library will make no effort to censor or amend the contents of any exhibit unless it violates community standards of decency for family viewing or Library quality standards.
11. A copy of the Newburgh Library's "Exhibit Spaces and Bulletin Boards" policy is available upon request.

ENTRY FORM, PART 1

Attach to back of artwork. This form is used to update our artist list.

PLEASE PRINT CLEARLY.

Artist _____
 Address _____
 Telephone _____
 Email _____
 Title of Work _____
 Medium _____
 Date Submitted _____
 Received by _____

ENTRY FORM, PART 2

Attach to back to identify your artwork.

PLEASE PRINT CLEARLY.

Artist _____
 Title of Work _____
 Medium _____
 Date Submitted _____

PLEASE PRINT CLEARLY. Keep This Portion. CLAIM FORM, PART 3

Keep this form and submit it to pick up your artwork.

Artist _____
 Title of Work _____
 Medium _____
 Date Submitted _____

Please pick up your work between May 30 and April 4, 2012 from 9 a.m. to 5 p.m. The Library is not responsible for artwork left past May 18.

WAIVER BY EXHIBITOR

The exhibitor as noted below agrees to loan certain works for display purposes to the Newburgh Free Library and does so at his or her own risk. The exhibitor shall not hold the Newburgh Free Library and/or the Newburgh Enlarged City School District liable for any damages or losses.

Sign Name _____

Print Name _____

Date _____

___ I have reviewed the Newburgh Free Library's Display Policy.