

Dr. William C. Herrick Community Health Care Library
Grossmont Healthcare District

ART AND COMMUNITY EXHIBITS POLICY

Purpose

The purpose of having art and community exhibits in the Library is:

- To promote the Library through press releases and other publicity about the exhibits.
- To assist health-related community organizations in promoting their mission.
- To assist Grossmont Healthcare District grant recipients to fulfill their grant requirement of outreach to the community.

Art Exhibits

The Library will solicit art exhibits from local health-related organizations or from the local chapters of national organizations. These organizations must be nonprofit.

The Library will also solicit exhibits from local artists, who must reside in the Grossmont Healthcare District. The artists are not allowed to display the sale prices of their artwork, but they may provide a flyer or business card for those who might be interested in inquiring directly about a purchase. The Library will not provide an artist's reception.

Community Exhibits

Local nonprofit organizations, particularly those who receive District grants, may inquire about exhibit space in the Library. If space appropriate to the exhibit is available, the Library may accept the exhibit.

Procedures

- Interested artists/organizations must submit an application and support materials. Applications are accepted on an ongoing basis.
- Exhibits are generally expected to remain in the Library for three months, but the timeframe is negotiable.
- The artist/organization must sign our "Exhibition Agreement," which states that neither the Library nor the District is responsible for the artwork/exhibit materials. The Exhibition Agreement also includes additional policies and procedures, which are included by reference in this Policy.

Frequency

The Library will generally have three or four exhibits each year, preferably alternating between community organizations and local artists.

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**APPLICATION
ART EXHIBIT OR COMMUNITY EXHIBIT**

Date: _____

Name of artist or organization: _____

Contact name: _____

Address: _____

Home/office phone: _____ Cell: _____

Email: _____

Website: _____

Name of exhibit (if applicable): _____

Media: _____ Number of works: _____

Indicate the typical size (dimensions) of the work to be exhibited. _____

Over the next year, which months are you not available to exhibit?

Support Materials

___ Provide 3-5 images of the work to be exhibited (photo or scan) or a link to a website where the work can be viewed. _____

___ Provide an artist biography or organization description.

Submit to:

Herrick Library
9001 Wakarusa Street
La Mesa, CA 91942

Phone: 619-825-5010
Email: info@herricklibrary.org

Exhibition Agreement

This is an exhibition agreement between the Grossmont Healthcare District / Dr. William C. Herrick Community Health Care Library (“Library”) and _____ (“Exhibitor”).

Exhibitor’s Guidelines

- The Exhibitor will deliver and install the artwork with picture hangers supplied by the Library or Exhibitor. The Library will assist with installation when needed. When the exhibit ends, the Exhibitor is responsible for removal and transportation.
- The Exhibitor or the Library will provide labels for the artwork. Prices may not be included.
- The Exhibitor will provide a flyer describing the artwork and other information relevant to the exhibit. Alternatively, the Exhibitor will provide information for the Library to create a flyer. The flyer may include contact information for those who might be interested in purchasing the artwork. The flyer must be approved by the Library.

Library Rights and Responsibilities

- The Library will exercise the same standard of care for the exhibit as it does for its own collection.
- The Library retains the right to produce its own flyer, announcement, press release, social media post, or other publicity without approval of the Exhibitor.

Insurance and Liability

- The Exhibitor is responsible for all insurance/liability for the artwork displayed in the Library.
- If available, the Exhibitor will provide to the Library proof of insurance including coverage for artwork displayed away from its primary location.
- The Exhibitor shall, upon notice, defend, indemnify and hold harmless the Library from and of liability for claims, demands or damages of any kind arising out of the exhibit of the artwork, except those claims, demands or damages resulting from the sole negligence of, or intentional act or omission of the Library.
- The Library assumes no liability for loss or damage, including loss or damage arising from incidents of negligence of the Library or parties other than the Library.

Length of Exhibit

The artwork provided by the Exhibitor will displayed in the Library from _____ to _____.

List of Artwork

The artwork to be displayed in the Library by the Exhibitor is listed on Appendix A.

Exhibitor

Name

Date

Grossmont Healthcare District

Barry Jantz, CEO

Date

